



# How to Prepare for Classified Exams

**Date:** Thursday, October 6, 2011  
**Time:** 9:00 A.M.– 11:00 A.M.  
**Location:** LACCD-Showroom  
**Room:** 811 Wilshire Blvd.  
 1st Floor Open Area

The Personnel Commission would like to invite you to workshop that will provide useful tips and information to classified employees when preparing for classified examinations

This workshop will cover:

- Tips on completing examination documents such as job applications and answer sheets
- The four types of tests typically used by Classified Examinations
- Tips on taking written and oral tests
- Review of sample questions for a variety of classifications  
(and More!)



*Personnel Commission*

Questions?  
 Contact:  
 Rosie T. Castro  
 213-891-2088

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## Registration Form

Please return this part by Thursday, September 29, 2011 to LACCD, Personnel Commission, Attn: Rosie T. Castro

Name (Please Print): \_\_\_\_\_ Ext.: \_\_\_\_\_ Campus: \_\_\_\_\_

I will attend the workshop on October 6, 2011 at 9:00 a.m.

Supervisor's Name: \_\_\_\_\_ Supervisor's Signature: \_\_\_\_\_