



# WINNIPEG POLICE SERVICE **STUDY GUIDE**

A CULTURE OF SAFETY FOR ALL



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# **Introduction to the Written Test**

## **Why does the Winnipeg Police Service use a written test to screen applicants?**

The Winnipeg Police Service Written Test is intended to measure how effectively applicants communicate, comprehend information, and apply problem-solving logic to police-related scenarios. Applicants who proceed to the interview stage will then have an opportunity to showcase these skills in greater depth.

## **What is assessed on the written test?**

The Winnipeg Police Service Written Test focuses on the skills that are essential to working in law enforcement. The specific areas that are assessed include:

- Working Memory
- Vocabulary
- Grammar
- Applied Math
- Police Logic
- Problem Solving
- Map Navigation
- Reading Comprehension

## **Why does the test emphasize communication skills and reading comprehension?**

Clear and effective communication is crucial for police officers because:

- They need to be able to read, comprehend, and adhere to police procedures.
- They must share information and coordinate with one another in high-pressure situations.
- They interact with members of the community on a daily basis.
- They write reports, tickets, and notes that are admissible in court.
- They testify in court proceedings.
- They submit intelligence reports for their colleagues in specialized units to use for investigations and special projects.

## **How does the test assess working memory?**

Applicants will have five (5) minutes before the test starts to review a multi-page document containing details of hypothetical scenarios including descriptions of suspects, suspect vehicles, and stolen property. Applicants will then return the multi-page document before the test begins, with the first six (6) questions requiring them to recall details about some of the suspects and/or stolen property.

The ability to recall this kind of information is important for police officers. When officers are working in General Patrol, they are required to be on the lookout at all times for persons matching the description of crime suspects, vehicles that have been reported stolen, and people who have been reported missing.



**How is the test structured?**

The test consists of 70 multiple-choice questions. Applicants have 105 minutes to write the test.

**What is the passing mark for applicants?**

The passing mark for applicants to proceed to the next phase is 65%.

An applicant's passing score remains on file for four (4) years, and the applicant is not required to re-write the Written Test within the four (4) year period should they re-apply to the Service. Auxiliary Force Cadets with a passing score on file do not need to re-write the test if they apply to become a Police Constable within four (4) years of passing the test.

**How is the Winnipeg Police Service Written Test different from the previously utilized Canadian Achievement Survey Test?**

Previously, the Winnipeg Police Service used a multiple-choice test that assessed applicants on general grade 12 knowledge. Here are the key differences between the new test and old:

- The current test has fewer questions and a greater time limit.
- For the previous test, each of the five sections was timed separately – this is no longer the case. If you need extra time to complete the math questions, you can budget your time accordingly by answering other questions quickly.
- The current test is directly relevant to policing, and includes scenario-based questions that reflect the work General Patrol officers do on a regular basis.
- The current test includes a section at the beginning to assess your working memory.

**Have you applied with the Winnipeg Police Service before?**

If you achieved a passing mark from the previous test within the last four (4) years, you have the option to re-use that mark. That means you do not have to write the current test. If you *do* choose to write the current test, the Winnipeg Police Service will use your highest test result, whether that is for the current test or the previous test.



## Tips for Preparing

Applicants now have the opportunity to prepare for the Winnipeg Police Service Written Test. Here are some general strategies that applicants can use to prepare for the test:

- Read through this study guide to understand the types of skills that will be assessed.
- If you think you are likely to struggle with a section of the test, such as basic math or grammar, brush up your skills in that area.
- Review the vocabulary list in the Appendix to this study guide, and look up the definitions of any words you do not recognize or understand so that you can learn the meaning if you see a term used in a sentence.
- Look online for other free practice questions or tests for law enforcement – they are likely to contain more examples of scenario-based problem-solving questions, even if they are not specific to the Winnipeg Police Service test.

This written test was designed so that thorough study prior to the test is not strictly necessary.

However, the Winnipeg Police Service provides resources to allow applicants to study for the test so that applicants can:

- Approach the written test with confidence
- Succeed on the written test, even if they are currently unfamiliar with some of the vocabulary
- Practice the study skills and enhance the problem-solving skills they will use once they are hired and begin their paid training in the Winnipeg Police Service Training Academy



# Overview of the Test

This section of the study guide provides a sample of each skill assessed on the Written Test and includes a practice question for each. The correct answers for each practice question are listed at the end of this section.

## **I. Working Memory**

Applicants will have five (5) minutes before the test starts to review a multi-page document containing details of hypothetical scenarios including descriptions of suspects, suspect vehicles, and stolen property. Applicants will then return the multi-page document before the test begins, with the first six (6) questions requiring them to recall details about some of the suspects and/or stolen property. Like all questions on the test, these will be multiple choice.

**Practice Question:** Here is an example of a scenario you might receive in the multi-page document you review before the test begins:

*While on patrol, you are notified by staff in the Communications Centre to be on the lookout for a truck that was reported stolen ten minutes prior. The truck was described as a blue 2017 Chevrolet Silverado bearing Manitoba plate ABC 123. It had a large dent on the driver's side door. It was last seen heading north on Lagimodiere Boulevard.*

Once the test begins, and applicants no longer have the multi-page memory document in hand, they will be asked to recall details from the scenario descriptions.

*What colour was the truck that was reported stolen?*

- (a) Red*
- (b) Blue*
- (c) Black*
- (d) Silver*

## **II. Vocabulary**

The vocabulary questions use a fill-in-the-blank format. You will be given a full sentence with one word missing. You must select the best word from the four multiple-choice options to complete the sentence.

**Practice Question:** *When the police officers interviewed each of the suspects individually, \_\_\_\_\_ in their narratives emerged. Which word indicates that their narratives contained sharp differences?*

- (a) impurities*
- (b) reinforcements*
- (c) discrepancies*
- (d) contraventions*



### III. Grammar

Each grammar question presents four near-identical sentences. You must select from the four multiple-choice options the sentence that is grammatically correct. You will need to look for correct use of:

- Verb tense and conjugation
- Basic punctuation (commas and periods)
- Pluralization
- Adverbs and adjectives

You will also want to beware of common grammatical errors that change the meaning of sentence, such as words that sound similar but have different meanings.

**Practice Question:** Which sentence is written correctly?

- (a) *The woman advised the officer between the phone that she was concerned for her sisters wellbeing.*
- (b) *The woman advised the officer between the phone that she was concerned for her sister's wellbeing.*
- (c) *The woman advised the officer over the phone that she was concerned for her sisters wellbeing.*
- (d) *The woman advised the officer over the phone that she was concerned for her sister's wellbeing.*

### IV. Applied Math

The test includes questions that assess your applied math skills. Police officers are expected to be able to perform basic addition, subtraction, multiplication, and division in the course of their duties. The practice test can give you a sense of what is expected.

**Practice Question:** A rectangle has a perimeter of 40m and a length of 12m. What is the width of the rectangle?

- (a) 4m
- (b) 6m
- (c) 8m
- (d) 10m

### V. Police Logic and Problem Solving

These questions describe scenarios that General Patrol police officers are likely to encounter. You will need to read the scenario and then select the most appropriate response from four multiple-choice options. You should expect to spend more time per question on these, compared to the vocabulary or grammar questions. The practice test can give you a sense of what to expect.

**Practice Question:** Please read the passage below and answer the following questions. The passage is an excerpt from a Blue Line magazine article (<https://www.blueline.ca/policing-cybercrime/>).

*The RCMP defines cybercrime as “any crime where a cyber element (that is, the internet and information technologies such as computers, tablets or smart phones) has a substantial role in the commission of a criminal offence.” Cybercrime falls into two categories: technology as a tool and technology as a target. In the first, the technology—whether it is a device or the Internet—is used to*



facilitate the criminal offence. In the second category, the target of the criminal offence is the data, including personally identifiable information, and cryptocurrency.

Which of the following is an example of the first category of cybercrime, as it is defined above?

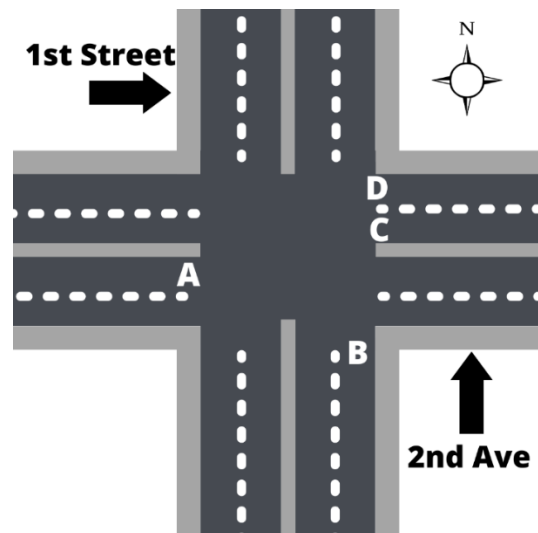
- (a) Using the internet as a means of contacting a stranger to commit fraud
- (b) Hacking to steal many individuals' protected health information from a government agency or insurance company
- (c) Using malicious software to steal someone's personal files and only return them if they pay a ransom
- (d) Hacking into a person's digital wallet to steal their cryptocurrency

### VI. Map Navigation

These test questions assess your ability to navigate in traffic and read a map. You will be asked to study maps (provided in the test booklet for you to refer to during the test) and then select the best location or route available.

**Practice Question:** If a vehicle makes a legal right turn to head east on 2<sup>nd</sup> Avenue, which letter represents the vehicle's position before it starts its turn?

- (a) A
- (b) B
- (c) C
- (d) D







## VII. Reading Comprehension

A significant portion of police work involves reading and understanding procedures, legislation, forms, and evidence. The written test includes questions asking you to read a section of text, and answer questions based on your understanding of its contents.

**Practice Question:** Read the passage below and answer the question that follows.

*The first police signal system in Winnipeg was installed in 1913. The original system consisted of 158 call-boxes throughout the city along designated routes, or 'beats'. The officers were required to report in by phone and then register each hour to both ensure their safety and receive messages. In the event an officer was required between regular calls, the station operator could ring a bell inside the box by day or turn on a flashing red light mounted above the box or on nearby telephone poles by night.*

*In either case, the officer was only called for five minutes, and if he did not respond the patrol sergeant was notified to check on his welfare. He would ultimately have to report to the station sergeant for missing his call. A number of ticker-tape machines in the station recorded the calls by the position number in the box used by the officer, which was automatically followed by the box number. Each box had a different three-digit number, and the first digit even told the district.*

*If the intersection of Jarvis and Andrews was located in District 5, which of the following could be the numerical code for the call-box at that location?*

- (a) 205
- (b) 522
- (c) 2675
- (d) 5022



## Answer Key for the Practice Questions:

- I. **Working Memory** – (b) – “Blue”
- II. **Vocabulary** – (c) – “Discrepancies”
- III. **Grammar** – (d) – “The woman advised the officer over the phone that she was concerned for her sister’s wellbeing”
- IV. **Applied Math** – (c) – “8m” – The perimeter of a rectangle is double the length and width of the rectangle
- V. **Police Logic and Problem Solving** – (a) – “Using the internet as a means of contacting a stranger to commit fraud” – In that scenario, the internet is a tool used to commit a crime that could otherwise be committed offline. In all of the other scenarios, digitally-stored data is the target of the crime
- VI. **Map Navigation** – (b) – The vehicle is in the northbound curb lane on 1<sup>st</sup> Street immediately before it starts its right turn onto 2<sup>nd</sup> Avenue
- VII. **Reading Comprehension** – (b) – “522” – As “Each box had a different three-digit number, and the first digit even told the district”



# Appendix: Policing Vocabulary

Below is a collection of terms that are relevant to the field of policing and community safety. As a police officer, you may use these terms yourself on a weekly basis, or encounter them in reports and procedures.

You will not be expected to spell or define these terms on the written test. You will, however, be expected to understand the meaning of each word and how to use it appropriately in a sentence.

The WPS Recruiting Unit recommends you review the following list of terms. For any terms that you do not recognize or understand, you can look up their meanings to prepare for the written test and, more importantly, for a future career in policing.

Abet	Extortion	Pretense
Aerial	Flee	Prevention
Allocate	Forestall	Pried
Anonymous	Forged	Prisoner
Apprehend	Hostage	Prohibited
Arrest	Hostile	Property
Assault	Implicated	Pursuit
Attribute	Impound	Reckless
Barricade	Imprisonment	Relationship
Belligerent	Indictable	Reprimand
Cease	Informant	Requisitioned
Collateral	Intoxicated	Restitution
Collusion	Investigate	Robbery
Confiscate	Irate	Rupture
Containment	Judge	Sedition
Contusion	Laundering	Seize
Counterfeit	Liabile	Sequential
Court	Loitering	Suppression
Criminal	Malicious	Surrender
Critical	Malignant	Surveil
Description	Manslaughter	Suspect
Detainee	Oath	Tactical
Dispatched	Obligation	Theft
Dispute	Occupant	Threaten
Disseminated	Occurrence	Usury
Eligible	Officer	Verbatim
Enclosed	Persist	Vulnerable
Escalate	Pertinent	Warrant
Eventuate	Possession	Weapon
Evidence	Premeditated	Witness