



**LOS ANGELES COUNTY
DISTRICT ATTORNEY'S OFFICE
HUMAN RESOURCES DIVISION, EXAMINATION UNIT**

**Written Examination
STUDY GUIDE**

SENIOR INVESTIGATOR, D.A.

AND

INVESTIGATOR, D.A.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

WELCOME

Thank you for your interest in employment with the County of Los Angeles, District Attorney's Office. This booklet is designed to familiarize and assist you with preparing for the written examination for the Senior Investigator, DA and Investigator, DA positions. The sample questions provided in this study guide are intended to give you an idea of the kinds of items you may encounter in this test. However, it is important to note that actual test questions will vary in format, content, and level of difficulty.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

SECTION I: OBSERVE AND RECALL DATA FROM AN INCIDENT

Questions 1 through 18 measure your ability to observe, remember, and recount the details of names, faces, and incidents.

INSTRUCTIONS: For questions 1-18, you will review a photo of a scene, and then answer multiple-choice questions designed to measure your ability to recall details of the scene.

Questions 1-18 are divided into three sets of six questions. Before answering each set of questions you will view a photo of a scene. For each photo, you will be given 30 seconds to remember as many details of the scene as you can. You will NOT be allowed to take any notes. After 30 seconds, you will be instructed to turn the page.

Next, you will be given 6 minutes to answer the 6 questions related to the scene. During the question answering period, you are not allowed to refer back to the photo.

This procedure will repeat for the second and third parts.

During each set of questions, you will **NOT** be allowed to refer to the picture after the review period has ended nor will you be permitted to answer questions from a previous section.



**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

INSTRUCTIONS: For questions 1-6, answer each question by recalling information from Picture 1.

1. The name on the street sign is
 - a. Vine St.
 - b. Hollywood Bl.
 - c. Perris Pl.
 - d. Hollywood St.

2. The color of the billboard in the picture is
 - a. Yellow
 - b. White
 - c. Red
 - d. Black

3. The object on top of the building in the picture is a
 - a. Person
 - b. Helicopter
 - c. Pool
 - d. Flag

4. The disabled person in the crosswalk is
 - a. In a wheelchair
 - b. On crutches
 - c. Getting out the car
 - d. Walking

5. The bus in the picture is traveling
 - a. West
 - b. East
 - c. South
 - d. North

6. The number of women that are visible in the crosswalk is
 - a. 0
 - b. 1
 - c. 6
 - d. 3



**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

INSTRUCTIONS: For questions 7-12, answer each question by recalling information from Picture 2.

7. The time on the clock in the picture reads
- 12:10
 - 9:30
 - 2:10
 - 4:30
8. The name on the large sign behind the clock is
- Kiss Dessert
 - Singer
 - Wal Mart
 - K Mart
9. If this is a snapshot of a scene, the closest license plate to the license plate in the picture is
- | |
|----------|
| PBU 2142 |
|----------|
 - | |
|----------|
| AEI O120 |
|----------|
 - | |
|----------|
| HII 0546 |
|----------|
 - | |
|----------|
| POO 3498 |
|----------|
10. What type of car is in the picture
- SUV
 - Compact car
 - Jeep
 - Cab
11. The sentence that best describes the car in the picture is
- A 2 door car with tinted windows
 - A 4 door car without tinted windows
 - A 2 door car without tinted windows
 - A 4 door car with tinted windows

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

12. The shapes over the "Kiss" on the store sign across the street are
- a. Circles
 - b. moons
 - c. Hearts
 - d. Flower



**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

INSTRUCTIONS: For questions 13-18, answer each question by recalling information from Picture 3.

13. The couple (female and male) in the picture is
 - a. Window shopping
 - b. Holding hands
 - c. Eating
 - d. Crossing the street

14. The visible name of the store on the left side of the picture is
 - a. Diesel
 - b. Lucky's
 - c. Forever 21
 - d. Barne's and Noble

15. The color of the umbrella in the picture is
 - a. Black
 - b. Brown
 - c. Yellow
 - d. Green

16. A woman in the picture is
 - a. pushing a stroller
 - b. pushing shopping cart
 - c. pushing a dolly
 - d. pushing a wheel barrow

17. The name on the street sign reads
 - a. Highland
 - b. Hi Lane
 - c. De Lacey
 - d. Deep Canyon

18. Based on the picture, there is a person sitting down at the table:
 - a. True
 - b. False

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

**SECTION II: LAW ENFORCEMENT LAWS RELATED TO
INVESTIGATION**

Questions 19 through 36 measure your knowledge of local, state, and federal criminal law as applied to investigative elements of law enforcement.

19. Which of the following is not considered one of the four commonly held theories of theft:
 - a. Grand theft person
 - b. Embezzlement
 - c. Trick and device
 - d. False pretenses

20. A bookkeeper in a local company steals one hundred dollars (\$100.00) a month for five (5) months in a row. The money was taken from a petty cash box which the bookkeeper had control over and the responsibility of maintaining. The bookkeeper in this scenario committed:
 - a. No crime
 - b. Five (5) acts of petty theft
 - c. Embezzlement
 - d. Theft by false pretense

21. Every person who will fully procure another person to commit perjury is guilty of:
 - a. Accessory to perjury
 - b. Obstruction of justice
 - c. Subornation of perjury
 - d. Conspiracy to commit perjury

22. What crime involves the taking of property from another with his/her consent or the obtaining of an official act of a public officer, induced by a wrongful use of force or fear, or under the color of official right?
 - a. Grand theft person
 - b. Extortion
 - c. Bribery
 - d. Robbery

23. Criminal "capping" is:
 - a. Unlawful price fixing
 - b. Unlawful banking practice associated with setting interest rates
 - c. The unlawful referral of patients or clients
 - d. An environmental crime dealing with the sealing of wells

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

24. Search warrant information is considered stale:
 - a. One (1) week after the date the information was gathered
 - b. Two (2) weeks after the information was gathered
 - c. Staleness of information varies depending on the crime
 - d. Information is never considered stale

25. A Judicial Probable Cause Determination must be made no later than _____ hours from the time of actual arrest:
 - a. Twenty-four (24)
 - b. Forty-eight (48)
 - c. Seventy-two (72)
 - d. Ninety-six (96)

26. Special Masters are not used in the office searches of:
 - a. Accountants
 - b. Attorneys
 - c. Physicians
 - d. Clergyman

27. Penal Code section 841 requires that the person making an arrest must inform the arrestee of:
 - a. His/her intention to arrest
 - b. The cause of the arrest
 - c. The authority to make the arrest
 - d. All of the above

28. All suspects should be given their Miranda Rights at the time they are arrested:
 - a. True
 - b. False

29. The abduction of a child by the non-custodial parent is not a crime, but rather a violation of a civil process:
 - a. True
 - b. False

30. Search warrants are required to be signed by a magistrate in the county where the search is to be conducted:
 - a. True
 - b. False

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

31. If a defendant is arrested in a county other than where the arrest warrant was issued, the arresting officer/investigator must:
 - a. Immediately transport the defendant to the county where the arrest was issued.
 - b. Immediately inform the defendant, in writing, of his/her right to be taken before a magistrate in that county.
 - c. Immediately take the defendant before a magistrate in that county.
 - d. None of the above.

32. Pursuant to Proposition 115, an officer/investigator testifying as to hearsay statements must:
 - a. Have three years of law enforcement experience and have completed a training course certified by the Commission of Peace Officer Standards and Training.
 - b. Have five years of law enforcement experience and have completed a training course certified by the Commission of Peace Officer Standards and Training.
 - c. Have three years of law enforcement experience or have completed a training course certified by the Commission of Peace Officer Standards and Training.
 - d. Have five years of law enforcement experience or have completed a training course certified by the Commission of Peace Officer Standards and Training.

33. An exception to the "Best Evidence Rule" permits a copy of an original document to be submitted as evidence under certain circumstances, such as when:
 - a. The original is a public document.
 - b. The original has been lost or destroyed through no fault of the submitting party.
 - c. The original is beyond the subpoena power of the State.
 - d. All of the above.

34. A search warrant must be executed and returned to the issuing magistrate within:
 - a. 24 hours
 - b. 5 days
 - c. 10 days
 - d. 30 days

35. Having lawful access to an area does not constitute an intrusion into an expectation of privacy as it relates to video surveillance.
 - a. True
 - b. False

36. When testifying in court, an officer/investigator may refuse to disclose a surveillance location if it would destroy its future usefulness.
 - a. True
 - b. False

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

41. Detailed information regarding open positions are available on our website.
- a. There are **NO** grammar, punctuation, and/or word usage errors.
 - b. There is **ONE** grammar, punctuation, and/or word usage error.
 - c. There are **TWO** grammar, punctuation, and/or word usage errors.
 - d. There are **THREE** grammar, punctuation, and/or word usage errors.

INSTRUCTIONS: For each item below, **42-46**, read the sentences and select the one that **BEST** expresses the common thought. NOTE: actual test questions will vary in format, content, and level of difficulty.

42. a. Beginners should attend the training session tomorrow, a review of the basics, and experienced professionals who want.
- b. Experienced professionals who want tomorrow, and beginners, should attend the training session, a review of the basics.
- c. Tomorrow, beginners should attend the training session, and experienced professionals who want a review of the basics.
- d. Beginners and experienced professionals who want a review of the basics should attend the training session tomorrow.
43. a. Our office will be closed on Monday in celebration of the national holiday.
- b. In celebration of the national holiday our office will on Monday be closed.
- c. Closed will be our office in celebration on Monday of the national holiday.
- d. On Monday, our office will, in celebration of the national holiday, be closed.
44. a. Please return my call regarding the new hire before noon as I will be in meetings for the rest of the day.
- b. As I will be in meetings, for the remainder of the day, please return my call about the new hire before noon.
- c. For the rest of the day I will be in meetings; therefore, please return my call regarding the new hire before noon.
- d. I will be in meetings for the remainder of the day, so please return my call regarding the new hire before noon.
45. a. When writing for business, it is standard practice to capitalize all nouns in the salutation.
- b. All nouns, as standard practice dictates, should be capitalized in the salutation when writing for business.
- c. Capitalize all nouns, in the salutation, when writing for business, as standard practice.
- d. All nouns in the salutation should be capitalized as standard practice, when writing for business.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

46. a. All are fully considered for benefits: men, women, and, children.
 b. All men, women, and children are fully considered for benefits.
 c. For benefits, men, women, and children are all fully considered.
 d. Fully considered are all men, women, and children for benefits.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

SECTION IV: DATA ANALYSIS AND INTERPRETATION

Questions 47 through 56 measure your ability to analyze and interpret data and determine the appropriate conclusion or decision. For each section, carefully read the instructions before answering the questions.

INSTRUCTIONS: Answer questions 47 - 51 using the table provided, which displays timecard codes for employee, hours worked, program, department, and hourly rate, used for charging program services provided by employees to departments. Codes are recorded as: **EMPLOYEE—HOURS WORKED—PROGRAM—DEPT—HOURLY RATE**.

EMPLOYEE	CODE	HOURS WORKED	CODE	PROGRAM	CODE	DEPT.	CODE	HOURLY RATE	CODE
Kim	33882	9	A	Program 1	304	H	2D	\$0-\$6.99	JJ
Rodriguez	55448	8	B	Program 2	465	I	4F	\$7.00-\$15.99	KK
Smith	66228	7	C	Program 3	598	J	5G	\$16.00-\$22.99	LL
Jones	67994	6	D	Program 4	678	K	6S	\$23.00-\$30.99	MM
Jackson	33294	5	E	Program 5	723	L	7C	\$31.00-\$38.99	NN
Williams	88556	4	F	Program 6	811	M	8B	\$39.00-\$46.99	OO
Gonzalez	22449	3	G	Program 7	953	N	9D	\$47.00-\$54.99	PP

47. If Jones worked six hours for Program 5 and charged Department L an hourly rate of \$24.99, the code would be
- 22449-B-304-2D-KK.
 - 22449-C-598-5G-NN.
 - 67994-D-678-7C-PP.
 - 67994-D-723-7C-MM.
48. Interpret the code 88556-E-953-8B-LL.
- Williams worked 5 hours for Program 7 and charged Department M \$18.75 an hour.
 - Jackson worked 5 hours for Program 7 and charged Department M \$18.00 per hour.
 - Williams worked 4 hours for Program 5 and charged Department N \$38.90 per hour.
 - Jackson worked 4 hours for Program 6 at Department N and charged \$48.00 an hour.
49. Employee number 33882 worked 6 hours for Program 2 and charged Department H an hourly rate of \$52.99. The **CORRECT** employee and hourly rate code is
- Kim; PP.
 - Jackson; PP.
 - Jackson; OO.
 - Gonzalez; PP.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

50. Department J requested services from Gonzalez for Program 3. If Gonzalez worked 8 hours at \$53.00 per hour, the code would be
- a. 22449-B-678-2D-NN.
 - b. 22449-B-598-5G-PP.
 - c. 22449-E-678-7C-OO.
 - d. 33882-C-811-6S-OO.
51. Department I was charged \$32.99 an hour because Jackson worked 8 hours for Program 5. The timecard entry code was 33294-B-723-4F-NN. If Jackson works 3 hours for the same program tomorrow and charges Department M \$40.00 per hour, what would be the code?
- a. 33294-E-723-7C-OO
 - b. 33294-G-723-8B-JJ
 - c. 33294-F-723-4F-OO
 - d. 33294-G-723-8B-OO

INSTRUCTIONS: To answer questions **52 - 56**, read the information provided in **ATTACHMENT A** on page 20. Assume that all individuals are Green County residents when formulating your responses. NOTE: actual test questions will vary in format, content, and level of difficulty.

52. June Williams is a 37 year-old single parent with two dependent children. Her monthly income consists of \$550 in child support and \$100 in alimony. Based **ONLY** on this information, the family would qualify for the
- a. Housing and Food Programs.
 - b. Food and Medical and Dental Care Programs.
 - c. Food, Child Care, and Medical and Dental Care Programs.
 - d. Housing, Food, Child Care, and Medical and Dental Care Programs.
53. Gil Paxton, age 58, lives in Green County with his wife, age 56, and their 17-year old daughter. He and his wife earn a combined monthly income of \$750 from manufacturing jobs. Based **ONLY** on this information, for which assistance program(s) would the family qualify?
- a. Housing and Food Programs
 - b. Housing and Medical and Dental Care Programs
 - c. Child Care and Medical and Dental Care Programs
 - d. Housing, Food, Child Care, and Medical and Dental Care Programs

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

54. Alan and Margaret Robinson moved to Green County over one year ago, after Alan completed a tour of duty in the U.S. Air Force. They are married and have four children, ages 6, 9, 11, and 15. Alan earns \$1120 per month as an Office Assistant, and Margaret is a part-time student at the local college. Based ONLY on this information, the Robinsons would qualify for the
- a. Housing Program.
 - b. Medical and Dental Care Program.
 - c. Child Care and Medical and Dental Care Program.
 - d. Child Care and Veterans Programs.
55. Robyn Chang is a 58 year-old widow who lives by herself and earns \$420 per month from working part-time as a chef. She has been receiving Housing Program assistance for almost one year. Based ONLY on this information, for what other program(s) would Robyn qualify?
- a. Tuition, Transportation, Utilities, and Medical and Dental Care Programs
 - b. Food, Transportation, and Utilities Programs
 - c. Tuition and Utilities Programs
 - d. None of the Above
56. Barbara Woodbeck is 38 years old and earns \$1020 per month as a freelance photographer. She pays \$180 per month in child support for her two children, ages 9 and 11, and receives no public assistance. Based ONLY on this information, Barbara would qualify for the
- a. Child Care Program.
 - b. Transportation Program.
 - c. Medical and Dental Care Program.
 - d. None of the Above.

ATTACHMENT A

GREEN COUNTY PROGRAM ASSISTANCE WORKER

The Green County Social and Community Services Agency offers programs for residents in need of public assistance. A Public Assistance Worker is responsible for determining whether a resident would be eligible for agency programs based on the income and individual program requirements displayed below.

PROGRAM INFORMATION

Applicants for public assistance must be residents of Green County. Income counted in determining eligibility includes salary, wages, tips, income from rental property, Social Security, pensions, dividends, alimony, and child support. Applicants must meet program eligibility guidelines to be considered for assistance.

PROGRAM	DESCRIPTION	ELIGIBILITY GUIDELINES
Housing	Provides a housing subsidy of \$75 per month.	<ul style="list-style-type: none"> ✓ Employed or enrolled in school or job training. ✓ Household income of \$1000 or less per month.
Food	Provides vouchers of \$65 per week toward the purchase of food.	<ul style="list-style-type: none"> ✓ Single or married and living separately. ✓ One or more dependent children who reside in the home full-time. ✓ Household income of \$750 or less per month.
Child Care	Provides dependent care subsidy, less \$5 of daily cost.	<ul style="list-style-type: none"> ✓ Must be employed or enrolled in school or job training. ✓ One or more dependent children under age 13 who reside in the home full-time. ✓ Household income of \$1150 or less per month.
Tuition	Provides tuition assistance for full-time students attending an accredited college, university, or training program.	<ul style="list-style-type: none"> ✓ Enrolled in Housing and/or Food Programs for at least 3 months.
Transportation	Provides free or discounted metro bus/rail passes.	<ul style="list-style-type: none"> ✓ Employed or enrolled in school or training. ✓ Household income of \$700 or less per month.
Home Utilities	Provides counseling and payment negotiation to maintain utilities during months of extreme temperatures.	<ul style="list-style-type: none"> ✓ Enrolled in Housing Program. ✓ Household income of \$600 or less per month.
Medical and Dental Care	Provides no-cost medical and dental care for children up to age 18 and seniors 55 and older.	<ul style="list-style-type: none"> ✓ Age 18 or under or 55 and older. ✓ Household income of \$1000 or less per month.
Veteran	Provides a housing subsidy of \$62 per month for disabled veterans of the Armed Forces.	<ul style="list-style-type: none"> ✓ Veteran of the U.S. Armed Forces. ✓ Not receiving Housing Program benefits. ✓ Household income of \$1200 or less per month.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

SECTION V: READING COMPREHENSION

Questions 57 through 67 measure your ability to comprehend written materials. For each question, carefully read the passage. Then choose the best answer to the questions that follow. Do NOT rely on any prior knowledge of the topic areas discussed below. Base your answers only on the information provided.

57. Computers may not make mistakes, but people programming them sometimes do. During a recent survey, Weights and Measures inspectors were overcharged by store scanners on more than one out of two items they purchased at retail and grocery stores. To protect consumers, the Los Angeles County Board of Supervisors passed an ordinance that increases the number of inspectors monitoring scanner accuracy, sets up a toll-free number for consumers to report overcharges, and requires stores to post the toll-free number near the checkout stand. Under this new law, stores that are repeat offenders for overcharging consumers must also post convictions notices on the front of the store. According to the passage,
- a. The new ordinance requires all stores to post conviction notices where consumers can see them.
 - b. Scanner accuracy has decreased which has led to an increase in the overcharging of consumers.
 - c. Inspectors conducting a recent survey were overcharged more often than correctly charged.
 - d. Additional inspectors have been hired to handle the increased number of retail and grocery stores that overcharge customers.
58. The Sheriff Department's Evidence Control Section (ECS) provides evidence pickup and delivery service, whether directly to law enforcement agencies, sheriff's stations, police departments and highway patrol agencies, or indirectly via the Scientific Services Bureau regional laboratories. Last year, the ECS handled more than 110,000 receipted evidence submissions and traveled more than 208,000 miles in the process. The section is responsible for maintaining a strict chain of custody, security, and records, and for providing assistance and information involving the gathering, storing, and processing of all evidence submitted to the Bureau. Based on the information provided,
- a. The ECS has experienced a significant increase in the volume of evidence submissions.
 - b. Civilian staff members maintain an electronic log of all evidence submitted to the ECS.
 - c. The Sheriff's Department provides evidence-handling services to a variety of other agencies.
 - d. When an external law enforcement agency submits evidence to the ECS, the agency is responsible for delivering it.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

59. It is the intent of the Legislature that all persons qualified for jury service shall have an equal opportunity to be considered for service as criminal grand jurors in the county in which they reside, and that they have an obligation to serve when summoned for that purpose. All persons selected for the Criminal Grand Jury shall be selected at random and shall be reasonably representative of a cross section of the population that is eligible for jury service in the county. For this reason, there is no mileage limitation for the Criminal Grand Jury and no excuse will be granted because of the distance from the courthouse or inconvenience to the juror. Based on the information provided,
- a. Eligible jurors have a responsibility to serve on juries in their county of residence.
 - b. Civil grand jurors follow the same jury selection procedures as criminal grand jurors.
 - c. Random selection of jurors has been the proven method of increasing juror participation.
 - d. Jurors who are unable to travel to the main courthouse may be given the option of serving at an alternate courthouse.
60. The Children's Services Ombudsman serves as an advocate and problem solver for children placed in group homes. The Ombudsman is independent from the agencies that place children in those facilities. Children are encouraged to call or email the Ombudsman who will conduct an investigation of the issues they raise if needed and provide assistance in resolution of problems. Conversations between the Ombudsman and children are confidential. According to the information provided,
- a. Anonymous letters sent to the Ombudsman through the mail will not be acted upon.
 - b. The Ombudsman is a resource to assist children who reside in group homes to solve their problems.
 - c. Agencies that place the children are responsible for ensuring that all complaints made by the children are kept confidential.
 - d. Issues brought to the Ombudsman that merit an investigation will be mediated solely by the Ombudsman.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

61. Between the 1970s and the last decade of the 20th century, the Superior Court was strongly committed to court coordination with the twenty-four former Municipal Court Judicial Districts throughout Los Angeles County. Through these efforts, the participating courts were able to maximize use of their limited resources to provide necessary services in support of judicial, clerical, and administrative functions. Furthermore, duplication of functions was eliminated and centralized operations were set up to administer certain court support functions. According to the passage,
- a. Consolidation of the Municipal Court Judicial Districts led to fewer districts.
 - b. The implementation of the court coordination plan led to the offering of additional services.
 - c. A centralized operation was created by the Superior Court's court coordination efforts.
 - d. The court systems limited resources were the reason why the Superior Court decided to develop its plan.
62. The County of Los Angeles Fire Department covers a diverse and unique area of responsibility as related to fire prevention. Fire prevention practices and programs are designed to cover a varied geographic area of mountains, deserts, and basins, and population densities ranging from compact to sparse. Climatic regions vary from coastal subtropical to semi-arid. These regions are divided for planning purposes into urban, urban-rural, rural, and wildland. The fire prevention system provides assistance to multi-political jurisdictions, as well as multi-agency interfacing. It also provides coverage for a diverse socio-economic and multi-ethnic population. Based on the information provided,
- a. Populated areas are divided into different regions based on planning reasons.
 - b. The fire prevention program has been developed on unique and diverse principles.
 - c. Mountainous regions require more complex fire prevention programs than other regions.
 - d. Climate conditions and population area type are the most important factors that influence the fire prevention programs.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

63. With responsibility for providing police services to one of the largest parks and recreational systems in the United States, the County Parks Services Bureau provides vehicle, bicycle, foot, and horse patrols at more than 126 regional parks, nature centers, lakes, natural areas, golf courses, neighborhood parks, and nature trails. Many of the venues and areas patrolled are recognized internationally, including the Hollywood Bowl, John Anson Ford Amphitheater, and the Los Angeles County Arboretum. The bureau also has a reserve unit and participates in the Boy Scouts of America Explorer Program for both boys and girls and the Community Oriented Policing Services (COPS) program which pairs park police officers with a specific park. Based on the information provided,
- a. Patrolling efforts are concentrated on the internationally recognized facilities.
 - b. Members of the reserves units are responsible for overseeing the Explorer Program.
 - c. The bureau uses multiple methods of patrolling when providing police services.
 - d. Specific parks have been designed for Community-Oriented Policing.
64. Reserve Deputy Probation Officers are deputized volunteers who have received special training in order to assist Probation staff in a wide range of supervised responsibilities that include direct involvement with juvenile and adult probationers. Reserve Deputies are highly motivated, skilled, and caring people who want to serve their community as a part of the Los Angeles County Probation Department. Reserve Deputies are not a replacement for or an alternative to paid staff, but are intended to be an enhancement to existing resources. From the passage, it can be inferred that
- a. Experienced Reserve Deputies supervise new volunteer Reserve Deputies.
 - b. Direct interaction with probationers is the primary Duty of a Reserve deputy.
 - c. Members of the community who become Reserve Deputies have a desire to give back to the community.
 - d. Reserve Deputies are able to act independently on the job once they have successfully passed all training requirements.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

65. The Fire Investigation Unit conducts investigations of major alarm fires and other fires when mandated by Department policy. In addition, they investigate those fires that appear to be of significance in Fire Prevention practices. They interview witnesses, collect and preserve evidence, write reports and maintain comprehensive files on fires investigated. The Unit also conducts training programs for Departmental personnel. As part of their duties, and as a consequence of their investigations, they are required to testify in both criminal and civil court cases. Because some fires investigated are of suspicious origin, this unit must work very closely with the Sheriff Department's Arson/Explosive Detail as well as other law enforcement agencies. According to the passage, the Fire Investigation Unit
- a. Provides court testimony at the conclusion of every investigation.
 - b. Identifies fire prevention practices when conducting routine investigations.
 - c. Uses actual investigations as part of the training they provide departmental personnel.
 - d. Investigates fires independently and in conjunction with other agencies as necessary.

INSTRUCTIONS: Read the passages below and answer questions **66-67**. NOTE: Actual test questions will vary in format, content, and level of difficulty.

The term "Civil Service" is generally applied to paid nonmilitary service in a nonelective office in the executive branch of government. In 1883, in response to public outcry over the Spoils System, Congress passed the Civil Service Act, which created the foundations of the American Civil Service system. Among the components of the act are provisions for the selection of Civil Service personnel by open competitive examinations; guarantees for Civil Service employees from forms of coercion for political reasons; and the creation of a Civil Service Commission, an appointive board charged with administering the act. At the time of passage, the Civil Service Act covered ten percent of all classes of positions in the competitive service. By the early 1980s however, that number had grown to almost 85 percent of all federal civilian jobs in the United States. In 1978 Congress passed the Civil Service Reform Act, which replaced the Civil Service Commission with the Office of Personnel Management.

66. The primary purpose of the passage is to
- a. Explain the origins of the U.S. Civil Service system.
 - b. Describe the functions of the Civil Service Commission.
 - c. Contrast the Spoils System with selection-by-examination.
 - d. Illustrate the breadth and scope of public-sector employment.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

67. From the passage, it can be inferred that the
- a. Spoils System of employee selection was highly corrupted.
 - b. Office of Personnel Management will eventually be abolished.
 - c. Civil Service Commission failed to properly administer the Civil Service Act.
 - d. Number of jobs covered under the Civil Service Act will continue to increase.

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

ANSWERS TO SECTION I: OBSERVE AND RECALL DATA FROM AN INCIDENT

1. **B** Hollywood Bl.
2. **C** Red
3. **D** Flag
4. **A** In a wheelchair
5. **A** West
6. **B** 1
7. **C** 2:10
8. **B** Singer
9. **A**

PBU 2142

10. **B** Compact Car
11. **D** A 4 door car with tinted windows
12. **C** Hearts
13. **B** Holding Hands
14. **A** Diesel
15. **D** Green
16. **A** Pushing a stroller
17. **C** De Lacey
18. **A** True

ANSWERS TO SECTION II: LAW ENFORCEMENT LAWS RELATED TO INVESTIGATION

19. **A**. Grand theft person
20. **C**. Embezzlement

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

21. **C.** Subornation of perjury
22. **B.** Extortion
23. **C.** The unlawful referral of patients or clients
24. **C.** Staleness of information varies depending on the crime
25. **B.** Forty-eight (48)
26. **A.** Accountants
27. **D.** All of the Above
28. **B.** False
29. **B.** False
30. **B.** False
31. **B.** Immediately inform the defendant, in writing, of his/her right to be taken before a magistrate in that county.
32. **C.** Have three years of law enforcement experience or have completed a training course certified by the Commission of Peace Officer Standards and Training.
33. **D.** All of the above.
34. **C.** 10 days
35. **A.** True
36. **A.** True

ANSWERS TO SECTION III: WRITTEN EXPRESSION

37. **B.** An error is found in part **B** of the sentence. The sentence should read, From looking at the city map, I can see whose resident city covers the most area. In part **B**, the “who’s” means “who is” and is not the possessive adjective required to modify “city.”

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

38. **C.** An error is found in part **C** of the sentence. The sentence should read, Though the procedure applies to all departments, the Fire Department has modified it. In part C, “department” should be capitalized to reflect that a specific department is referenced.
39. **B.** An error is found in part **B** of the sentence. The sentence should read We on the neighborhood committee were opposed to the building of the new supermarket. In part B, “was” is the incorrect verb form.
40. **C.** In the example, They’re is the correct compound expression of they are, and can is the correct verb tense. The sentence should read They’re going to approve the project when they can obtain funding.
41. **B.** The sentence should read Detailed information regarding open positions is available on our website. In the sentence, “are” is the incorrect verb form for the singular subject of “information.”
42. **D** best expresses the common thought. Choices “A,” “B,” and “C” confusingly separate the subject of the sentence (i.e., “beginners and experienced professionals who want a review of the basics”).
43. **A** best expresses the common thought. In choice “B,” the verb (i.e., “will be closed”) is separated by a prepositional phrase (i.e., “on Monday”). Choice “C” does not follow the generally accepted sentence construction of the subject being followed by the verb, and instead places the verb (i.e., “will be closed”) after the subject (i.e., “our office”). In choice “D,” the verb (i.e., “will be closed”) is separated by two prepositional phrases (i.e., “in celebration” and “of the national holiday”).
44. **D** best represents the common thought. Choice “A” is a run-on sentence; “B” contains improper sentence structure and unnecessary punctuation; and “C” is overly verbose.
45. **A** best represents the common thought. Choice “B” is choppy; “C” has unnecessary commas (i.e., “...all nouns, in the salutation, when writing...”); and “D” is improperly structured.
46. **B** best expresses the common thought. In choices “A” and “C,” the adjective “all” is too far way from the noun that it modifies (i.e., “men, women, and children”), thus splitting up the subject of the sentence, “all men, women, and children,” and compromising clarity. Choice “D” is awkward in that it does not follow the generally accepted sentence construction of the subject being followed by the verb, and instead places the verb (i.e., “are fully considered”) before the subject (i.e., “all men, women, and children”).

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

ANSWERS TO SECTION IV: DATA ANALYSIS AND INTERPRETATION

47. **D.** The code for this entry is 67994 (Jones) –D (6 hours) –723 (Program 5) –7C (Department L) –MM (\$24.99).
48. **A.** The code would be interpreted as Williams (88556) worked 5 hours (E) for Program 7 (953) and charged Department M (8B) \$18.75 per hour (LL).
49. **A.** The employee is Kim (33882) and the correct hourly rate code is PP (\$52.99).
50. **B.** The code for this entry would be 22449 (Gonzalez) –B (8 hours) –598 (Program 3) –5G (Department J) –PP (\$53.00 an hour).
51. **D.** The new code would be 33294 (Jackson) –G (3 hours) –723 (Program 5) –8B (Department M) –OO (\$40.00 an hour).
52. **B.** June and her family would qualify for the Food and Medical and Dental Care Programs based on household income and the dependent children in the home.
53. **B.** The Paxton’s would qualify for the Housing and Medical and Dental Care programs based on employment status, household income, and their daughter’s age.
54. **D.** The Robinson family would qualify for the Child Care and Veteran’s Programs based on the number of children under 13 in the home, household income, and Alan’s Veteran status.
55. **A.** Robyn would also qualify for the Tuition, Transportation, Utilities, and Medical and Dental Care Programs based on her age, employment status, household income, and enrollment in the Housing Program.
56. **D.** Barbara would not qualify for the listed programs based on the number of dependent children in the home, household income, and her age.

ANSWERS TO SECTION V: READING COMPREHENSION

57. **C.** The passage states that inspectors were overcharged on “more than one out of two items they purchased.”
58. **C.** The passage provides two clues to indicate that the department provides services to a variety of agencies. The first clue states that the department provides direct services to “law enforcement agencies, sheriff’s stations, police departments and highway patrol agencies.” The second clue states that the department provides indirect services “via the Scientific Services Bureau and regional laboratories.”

**STUDY GUIDE:
SENIOR INVESTIGATOR, D.A. AND INVESTIGATOR, D.A.**

59. **A.** The passage states that all persons qualified for jury service have an equal opportunity to be considered for service in the County in which they reside, and that they “have an obligation to serve when summoned for that purpose.”
60. **B.** The passage states that the “Ombudsman serves as an advocate and problem solver for children placed in group homes.”
61. **C.** The passage states that through court coordination supported by the Superior Court, resource use was maximized, duplication of functions were eliminated and “centralized operations were set up.”
62. **A.** The passage states that the regions are “divided for planning purposes into urban, urban-rural, rural, and wildland.”
63. **C.** The passage states that the Parks Service Bureau provides “vehicle, bicycle, foot, and horse patrols” through more than 126 parks and recreation areas.
64. **C.** The passage states that Reserve deputies are “people who want to serve their community.”
65. **D.** The passage states that the Fire Investigation Unit investigates major alarm fires and fires of significance in Fire Prevention Practices. It also states that “this unit must work very closely with the Sheriff Department’s Arson/Explosive Detail as well as other law enforcement agencies.”
66. **A.** The primary purpose of the passage is to explain the origins of the U.S. Civil Service system by describing the provisions of the Civil Service Act of 1883 and the circumstances under which the U.S. Civil Service system was created.
67. **A.** The passage provides several clues that imply that the Spoils System of employee selection was highly corrupted. To begin, the passage states that Civil Service Act was passed by Congress “in response to public outcry over the Spoils System.” Further, the passage describes a component of the Act, (i.e., protections for employees from political coercion), which implies that political coercion occurred within the Spoils System.