BASIC DIVISION OFFICER COURSE (BDOC) WEEK 1 PRACTICE TEST (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

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How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

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Questions

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1. Which term represents the cumulative amount of leave used this fiscal year?

A. USED

B. ERND

C. ETS BAL

D. BF BAL

2. What does the third substitute indicate?

A. Absence of Commanding Officer

B. Absence of Executive Officer

C. Absence of the Second in Command

D. Presence of the Commanding Officer

3. In Traditional TSP, when are investments taxed?

A. After withdrawal

B. Beforehand

C. Not taxed

D. Taxed yearly

4. Identify the circumstances that render enlisted personnel ineligible for advancement.

A. POW/MIA, Unauthorized Absence (UA), Retired; Cheating, collusion; In Confinement; Due to civil conviction or court-martial sentence; Revoked or Incorrect Security Clearance; Failed most recent PRT; Failed the Exam

B. POW/MIA only

C. UA and Retired

D. In Confinement and Civil conviction only

5. Controlled Unclassified Information (CUI) implies what?

A. Information that is handled using safeguarding controls

B. Information that is publicly available

C. Highly sensitive information requiring top-level clearance

D. Public domain information

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6. Which fleet is responsible for the Western half of the Atlantic Ocean?

A. 4th Fleet
B. 2nd Fleet
C. 7th Fleet
D. 6th Fleet

7. What is the location of the 10th Fleet (CYBERCOM)?

A. Fort Meade, MD
B. Norfolk, VA
C. San Diego, CA
D. Pearl Harbor, HI

8. OPTAR funds are best described as:

A. Grants from TYCOM
B. Training funds
C. Operating funds for ship's operations and maintenance
D. End of year refunds

9. TORIS corresponds to which area?

A. Ordinance
B. OIS
C. CSMP
D. CMP

10. Which term is a component of the P5 cycle but not part of PBED?

A. Plan
B. Promulgate
C. Briefing
D. Debrief

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Answers

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1. A
2. A
3. A
4. A
5. A
6. B
7. A
8. C
9. C
10. B

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Explanations

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1. Which term represents the cumulative amount of leave used this fiscal year?

A. USED

B. ERND

C. ETS BAL

D. BF BAL

In leave accounting, you track different facets of leave separately: what you started with, what you've earned, and what you've actually taken. The cumulative amount of leave used this fiscal year is the total that has been consumed, so the label used directly represents that running total. As you take more leave, this number goes up, reflecting how much time you've spent on leave. The other terms serve different roles: the beginning balance shows what you started with at the start of the period; earned indicates how much leave has been accrued during the year; and the ending balance (or a similar field) shows what remains after accounting for usage and accrual. Therefore, the term that best captures the total leave you've taken so far is used.

2. What does the third substitute indicate?

A. Absence of Commanding Officer

B. Absence of Executive Officer

C. Absence of the Second in Command

D. Presence of the Commanding Officer

In this context, it's testing how command is designated when the top officer isn't present. The third substitute is the label used to show that the Commanding Officer is absent and someone is acting in that role in their stead. This arrangement keeps clear who has authority during that period, so the crew knows who's in charge when the CO isn't aboard. If the Commanding Officer were present, there'd be no substitute acting in that capacity. The other options don't fit because they would refer to different situations (like another officer being away) or to the CO being physically present, which would negate the need for a substitute.

3. In Traditional TSP, when are investments taxed?

A. After withdrawal

B. Beforehand

C. Not taxed

D. Taxed yearly

In a Traditional TSP, contributions are made with pre-tax dollars and the account grows tax-deferred. That means you don't pay taxes on the contributions or the investment gains while the money stays in the plan. Taxes come due when you withdraw the funds in retirement, and those withdrawals are taxed as ordinary income. So the investments are taxed after withdrawal, not beforehand or on a yearly basis. (Early withdrawals can carry penalties in addition to ordinary income tax, unless an exception applies.)

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4. Identify the circumstances that render enlisted personnel ineligible for advancement.

A. POW/MIA, Unauthorized Absence (UA), Retired; Cheating, collusion; In Confinement; Due to civil conviction or court-martial sentence; Revoked or Incorrect Security Clearance; Failed most recent PRT; Failed the Exam

B. POW/MIA only

C. UA and Retired

D. In Confinement and Civil conviction only

Advancement eligibility hinges on meeting status, conduct, performance, and security requirements. When any of these areas is violated or no longer applicable, a member becomes ineligible for promotion. Forces to consider include being POW/MIA or absent without leave, which means there's no current presence to promote; being retired, which removes you from active advancement processes; cheating or collusion, which violates integrity standards; confinement, which prevents participation in duties and testing; civil conviction or a court-martial sentence, which imposes legal or disciplinary restrictions; revocation or an incorrect security clearance, which blocks access to duties requiring clearance; failing the most recent physical readiness test or failing the required exam, which show the member does not meet the fitness or knowledge standards. This set covers the full range of ineligibility factors, making it the most complete option. The other choices are incomplete because they omit some of these disqualifications.

5. Controlled Unclassified Information (CUI) implies what?

A. Information that is handled using safeguarding controls

B. Information that is publicly available

C. Highly sensitive information requiring top-level clearance

D. Public domain information

CUI refers to information that isn't classified but still needs protection because its disclosure could cause harm. It's handled with safeguarding controls—things like defined access, need-to-know restrictions, proper marking, secure storage and transmission, and clear handling rules. This distinguishes it from information that's publicly available or in the public domain, and from highly sensitive classified material that requires top-level clearance. An example would be internal government or contractor data that isn't public but must be protected to prevent misuse or privacy breaches.

6. Which fleet is responsible for the Western half of the Atlantic Ocean?

A. 4th Fleet

B. 2nd Fleet

C. 7th Fleet

D. 6th Fleet

Fleets are organized by geographic regions, and the Western Atlantic is assigned to the second fleet. This fleet covers operations along the U.S. East Coast across the western Atlantic toward the mid-Atlantic, handling readiness, deterrence, and patrols in that area. Other fleets serve different theaters: the sixth fleet operates in Europe and the Mediterranean, the seventh in the Pacific, and the fourth in the Caribbean and parts of South America. So, for the Western half of the Atlantic, the second fleet is the responsible one.

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7. What is the location of the 10th Fleet (CYBERCOM)?

A. Fort Meade, MD

B. Norfolk, VA

C. San Diego, CA

D. Pearl Harbor, HI

The main idea here is knowing where the Navy's cyber warfare command is based. The 10th Fleet, as the cyber component of United States Fleet Cyber Command, is headquartered at Fort Meade, Maryland. Being at Fort Meade puts it in close proximity to the NSA and other intelligence and cyber operations infrastructure, which makes coordination and access to specialized cyber expertise efficient. The other cities listed are well-known hubs for traditional Navy fleets (for example, large fleet commands and Atlantic/Pacific presence historically centered in Norfolk, San Diego, and Pearl Harbor). They aren't the home of the Navy's cyber command, which is why Fort Meade is the correct location.

8. OPTAR funds are best described as:

A. Grants from TYCOM

B. Training funds

C. Operating funds for ship's operations and maintenance

D. End of year refunds

OPTAR funds are the ship's operating funds for day-to-day operations and maintenance. They're the money the ship uses to cover fuel, consumables, repairs, parts, and other routine expenses needed to keep the vessel running and ready. This money comes from the Navy's budget and is allocated to the ship to support its ongoing operations, not for training activities, not as a grant from the Type Commander, and not as an end-of-year refund.

9. TORIS corresponds to which area?

A. Ordinance

B. OIS

C. CSMP

D. CMP

TORIS is a system designed to collect and track risk, readiness, and safety information across operations. In this BDOC context, that type of data management and risk-mitigation work belongs to the CSMP area, which covers safety and risk management programs, incident tracking, and the reporting of corrective actions. Because TORIS directly supports reporting and managing risk-related information, CSMP is the best fit. The other areas focus on different domains—ordinance-related policy, a generic operations information system, or master-planning activities—so they don't align with the function TORIS serves.

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10. Which term is a component of the P5 cycle but not part of PBED?

A. Plan

B. Promulgate

C. Briefing

D. Debrief

Promulgate is the term that fits this scenario. The P5 cycle includes a step to officially publish and disseminate the plan so everyone involved knows the plan, what it entails, and what is expected. This formal authorization and distribution helps ensure alignment and accountability before moving into execution. The PBED sequence covers planning, briefing, execution, and debriefing, but it does not include a separate promulgation step. Plan, Briefing, and Debrief are all components of PBED, so they don't distinguish P5 from PBED in the way promulgation does.

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Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

https://bdocweek1.examzify.com

We wish you the very best on your exam journey. You've got this!

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