GFEBS ACQUISITION PROCESS (L250E) 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. What method is used to create POs through an external system?

A. Manual entry only

B. Interface with contract writing or logistics systems

C. Using spreadsheets for calculations

D. Approvals from vendors

2. Which of the following is NOT a type of Purchase Order in GFEBS?

A. SPS POs for contracts

B. Direct Cite POs

C. Outbound MIPR POs

D. Miscellaneous payment obligations

3. What is a critical step after creating or changing a Purchase Requisition?

A. Receiving the Purchase Order from the vendor

B. Obtaining approval via workflow

C. Printing the DD 448 form

D. Submitting it to external systems

4. What is essential for a contract in the procurement process?

A. Approval by the financial management team

B. A legally binding agreement administered by a contracting office

C. A verbal agreement between parties

D. Confirmation from the accounting department

5. Which of the following actions is NOT part of the Purchase Requisition approval workflow?

A. The PR is placed into "Blocked" status

B. Details of the PR are captured upon initiation

C. The PR is automatically archived

D. A funds check is performed in the Resource Management Office

6. What does Inventory Management aim to achieve?

A. Increase the number of suppliers

B. Balance inventory needs to reduce costs

C. Enhance customer satisfaction ratings

D. Streamline procurement procedures

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7. What happens to a Purchase Requisition (PR) once it successfully passes the funds check?

A. The PR is permanently archived

B. The PR moves to "Unblocked" status

C. The PR is automatically cancelled

D. The PR is forwarded to a different system

8. What does the Purchasing data subset in material master data include?

A. Inventory levels for non-stock items

B. Vendor and pricing information

C. Employee roles and responsibilities

D. Market research statistics

9. GFEBS users can view inventory information from which of the following?

A. Only their own installations

B. Other installations

C. Only headquarters

D. Central databases

10. What is the primary purpose of the GR/Acceptance process in GFEBS?

A. To record the delivery of goods and/or services

B. To initiate purchasing requisitions

C. To manage funds obligations

D. To create purchase orders

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Answers

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

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Explanations

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1. What method is used to create POs through an external system?

A. Manual entry only

B. Interface with contract writing or logistics systems

C. Using spreadsheets for calculations

D. Approvals from vendors

The correct answer is based on the understanding that creating Purchase Orders (POs) through external systems typically involves interfacing with systems designed for contract management or logistics. This method streamlines the process, allows for automated data exchange, and ensures accuracy in transferring information from one platform to another. Interfacing with contract writing or logistics systems means that the creation of POs is integrated with existing workflows and tools, reducing the chances for manual errors and increasing efficiency. These systems often contain relevant data, such as contract terms, supplier information, and pricing, which makes the process of generating POs more effective. The other methods mentioned do not align with the preferred process for creating POs. Manual entry can be prone to human errors, while using spreadsheets may not provide the necessary integration or data validation needed for consistent and accurate PO creation. Approvals from vendors are essential for order fulfillment, but they do not directly facilitate the creation of POs through an external system. Thus, the method of interfacing with appropriate systems is the most efficient and reliable choice for creating POs.

2. Which of the following is NOT a type of Purchase Order in GFEBS?

A. SPS POs for contracts

B. Direct Cite POs

C. Outbound MIPR POs

D. Miscellaneous payment obligations

The correct answer, which is that Direct Cite Purchase Orders are not a recognized type in GFEBS, highlights the specificity of the different types of purchase orders utilized in the system. In GFEBS, the types of Purchase Orders include those designed for contracts, typically managed through the Standard Procurement System (SPS), and specific transaction-based orders such as Outbound Military Interdepartmental Purchase Requests (MIPR) POs, which deal with inter-agency purchases. Additionally, Miscellaneous Payment Obligations are also recognized within the GFEBS framework as they cater to various payment needs that do not fall under standard procurement categories. Understanding these distinctions is crucial for those involved in the GFEBS Acquisition Process, as each type serves a different purpose and is governed by specific rules and interactions within the system. Recognizing what constitutes a valid purchase order type within GFEBS is essential for compliance and effective procurement workflow.

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3. What is a critical step after creating or changing a Purchase Requisition?

A. Receiving the Purchase Order from the vendor

B. Obtaining approval via workflow

C. Printing the DD 448 form

D. Submitting it to external systems

After creating or changing a Purchase Requisition, obtaining approval via workflow is indeed a critical step. This process ensures that the requisition has been reviewed and authorized by the necessary stakeholders within the organization before any further actions are taken. The workflow approval is designed to maintain control over spending, ensuring that purchases align with budget constraints and organizational policies. It serves as a check and balance, allowing for the identification of any discrepancies or issues before the purchase order is generated. This step is crucial in preventing unauthorized spending and ensuring compliance with procurement regulations. In contrast, receiving the Purchase Order from the vendor happens after the Purchase Requisition has been approved and processed, while printing the DD 448 form and submitting it to external systems are tasks that may occur later in the procurement process, but they are dependent on prior approval. This sequencing highlights the importance of the approval step in establishing a valid and authorized purchasing process.

4. What is essential for a contract in the procurement process?

A. Approval by the financial management team

B. A legally binding agreement administered by a contracting office

C. A verbal agreement between parties

D. Confirmation from the accounting department

A legally binding agreement administered by a contracting office is essential for a contract in the procurement process because it establishes clear terms and conditions that both parties are obligated to follow. This formal agreement ensures that all aspects of the procurement process, including deliverables, pricing, timelines, and responsibilities, are documented and enforceable by law. This type of contract is crucial for protecting the interests of both the buyer and the seller, providing a framework within which to resolve disputes if they arise. Without a legally binding agreement, parties may have differing interpretations of their obligations, which can lead to conflicts and non-compliance. Furthermore, contracting offices are typically responsible for ensuring that all procurement activities comply with applicable regulations and policies, thus maintaining integrity and accountability in the acquisition process. This formal structure is a key component in promoting effective and successful transactions in procurement.

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5. Which of the following actions is NOT part of the Purchase Requisition approval workflow?

A. The PR is placed into "Blocked" status

B. Details of the PR are captured upon initiation

C. The PR is automatically archived

D. A funds check is performed in the Resource Management Office

The correct understanding of the Purchase Requisition approval workflow emphasizes that the automatic archiving of a Purchase Requisition (PR) is not a part of this workflow. The workflow primarily focuses on the processes leading up to and including the approval of the PR, rather than post-approval actions. During the approval workflow, key steps involve capturing the details of the PR upon its initiation, conducting necessary checks such as ensuring that funds are available, and managing the status of the PR, including potential blocking if issues arise. These steps are critical to ensuring that the requisition is valid and that resources are appropriately allocated. Archiving typically occurs after the approval process is fully completed and is more of an administrative function rather than a step within the approval workflow. Therefore, the automatic archiving of a PR does not affect its approval status or the decision-making processes involved in the requisition workflow. This makes automatic archiving the correct choice as it is not integral to the active approval process of a Purchase Requisition.

6. What does Inventory Management aim to achieve?

A. Increase the number of suppliers

B. Balance inventory needs to reduce costs

C. Enhance customer satisfaction ratings

D. Streamline procurement procedures

Inventory Management aims to balance inventory needs to reduce costs effectively. This involves maintaining optimal inventory levels to meet demand without overstocking or understocking. By achieving this balance, an organization can minimize carrying costs, avoid waste, and ensure that resources are utilized efficiently. Proper inventory management allows for timely order fulfillment, helping to meet customer demands while controlling costs associated with storage, obsolescence, and inventory handling. The ultimate goal is to maintain an efficient supply chain that aligns inventory levels with business needs, thereby contributing to overall operational efficiency and cost-effectiveness. Through careful analysis and planning, inventory management supports the broader objectives of the organization, ensuring that the right products are available at the right time, which is essential for sustaining production and meeting customer expectations.

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7. What happens to a Purchase Requisition (PR) once it successfully passes the funds check?

A. The PR is permanently archived

B. The PR moves to "Unblocked" status

C. The PR is automatically cancelled

D. The PR is forwarded to a different system

Once a Purchase Requisition (PR) successfully passes the funds check, it moves to "Unblocked" status. This status indicates that the necessary funds are available for the procurement and that the requisition can proceed to the next steps in the acquisition process. Achieving "Unblocked" status is crucial as it signifies that the financial review is complete, allowing the PR to be further processed, such as converting it into a Purchase Order. This step is essential for ensuring that all financial obligations are accounted for, thereby facilitating a smooth transition through the acquisition process. The other potential outcomes do not accurately reflect the process following a successful funds check. A PR is not archived, cancelled, or forwarded to a different system simply because it has passed the funds check; instead, it remains within the same system to continue through the procurement lifecycle.

8. What does the Purchasing data subset in material master data include?

A. Inventory levels for non-stock items

B. Vendor and pricing information

C. Employee roles and responsibilities

D. Market research statistics

The Purchasing data subset within material master data is crucial for procurement processes, as it encompasses vendor and pricing information. This information is integral to managing purchasing activities effectively, as it helps organizations identify suitable suppliers, establish pricing agreements, and facilitate purchase order creation. Having detailed vendor data ensures that all procurement decisions are based on reliable and up-to-date information regarding who can supply materials and for what cost. This allows for streamlined purchase transactions, as well as better negotiation and management of supplier relationships. Accurate vendor and pricing information directly impacts the efficiency and effectiveness of purchasing strategies across the organization. Understanding purchasing data is essential for leveraging the material master effectively, enabling informed decisions in procurement and inventory management. Other areas, like inventory levels, employee roles, and market research, while important, do not fall under the core content of purchasing data in material master data.

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9. GFEBS users can view inventory information from which of the following?

A. Only their own installations

B. Other installations

C. Only headquarters

D. Central databases

The correct answer is that GFEBS users can view inventory information from other installations. This capability is vital because it allows users to access a broader range of data beyond just their specific location, facilitating better resource management and decision-making across the entire organization. Viewing inventory from other installations promotes collaboration and efficiency, enabling users to identify surplus resources that could potentially be shared or reallocated to meet the needs of different units. This is particularly important in scenarios where inter-unit support is necessary, allowing for optimized inventory levels and improved readiness. Access to information from a centralized perspective enhances operational effectiveness by providing a more comprehensive understanding of available resources across the entire network, thereby supporting strategic planning and logistics. The available data helps in avoiding redundancies and in utilizing resources more effectively, contributing to the overall efficiency of GFEBS operations.

10. What is the primary purpose of the GR/Acceptance process in GFEBS?

A. To record the delivery of goods and/or services

B. To initiate purchasing requisitions

C. To manage funds obligations

D. To create purchase orders

The primary purpose of the Goods Receipt/Acceptance (GR/Acceptance) process in GFEBS is to record the delivery of goods and/or services that an organization has ordered. This process ensures that what was ordered matches what has been received in terms of quantity and quality. It acts as a critical point in the procurement cycle, allowing organizations to confirm that they have received the right items before processing payments to vendors. By accurately recording goods receipt, organizations maintain accountability and transparency in their procurement operations. This helps to prevent issues such as overpayments or discrepancies in inventory. The GR/Acceptance process also contributes to proper financial tracking and reporting within the GFEBS system. Ultimately, this step is essential for maintaining accurate records and ensuring compliance with financial regulations and standards.

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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://gfebsacquisitionprocessl250e.examzify.com

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

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