

## 1. Changing clothes

Please do not change your clothes until instructed to do so by the examiner. You must wear your work jacket and trousers at the location designated by OTAFF, and a T-shirt under your work jacket. (Hats will be worn later for exam questions.)

## 2. Management of valuables

### **Please remove all accessories**

Please remove all accessories and put them away in your bag.



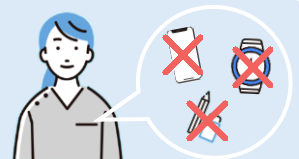
### **Management of valuables**

Please take care of your valuables and do not forget, drop, or lose anything.



### **Please empty your pockets**

Please do not put anything into your pockets.



## 3. Points to note in the venue facilities

### **Manners**

Talking is not permitted in the test venue and facilities. Do not behave in a way that is disruptive to others.

### **Turn off electronic devices**

Please turn off smartphones and other electronic devices and put them away in your bag.



### **Photography is forbidden**

Photography/video recording of the test venue and facilities is forbidden.  
\* The same applies to chaperones.



### **Use of toilets**

Changing clothes or eating/drinking in the toilets is forbidden.



## 4. Reception

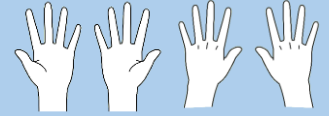
### Identification

Please remove your mask and glasses so the reception staff can check your face.



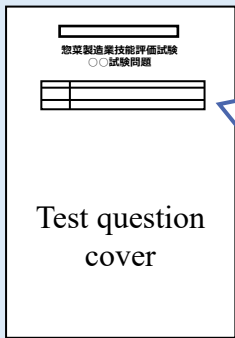
### Writing on your hands

The palms and backs of your hands will be checked for writing.



## 5. How to write your name, etc. on the test sheet

\*All the test questions on the test sheet distributed will be written in Japanese.



しじがあるまであけないでください。

**惣菜製造業技能評価試験**  
○○試験問題

受検日	20○○年 △月 ×日
受検番号	G 012345
名前	OTAFF ICHIRO

<< 注意事項 >>

Please enter the date of the test referring to the whiteboard in the test venue.

Please enter your examinee's number and name referring to the examination admission form.

惣菜製造業技能評価試験  
受検票

座席番号	201	生年月日	
受検者番号	G012345	受検者氏名	村ヲ 伊知ヲ
			OTAFF ICHIRO

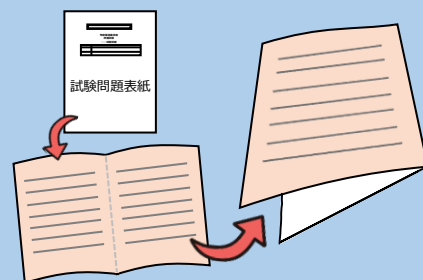
■試験当日のスケジュール等について  
1. 試験当日の受付開始時刻と受検者数


受検級	○級	調理名	加熱
受検科目	学科及び実技		
試験回	20○○年度 第○○回		
試験日	20○○年△月×日 <small>※試験日程・試験時間の変更はご了承ください。</small>		
会場名	首都圏試験センター		
会場所在地	○○県××市～ <small>※会場への連絡のお願いは必ずお読みください。</small>		
緊急連絡先	TEL:03-6261-4946		
監理団体名			
実演実施者名			

## [Important] Points to Note on the Day of the Test

## 6. How to answer the questions

- (1) Once the test sheet has been distributed, do not open it until instructed to do so.
- (2) Once instructed to do so, open the test sheet and fold it in half.
- (3) To answer the questions on the back too, fold the sheet in half again.



- (4) The examiner will read out each question twice.
- (5) You may also write your answer while the examiner is still reading the question.
- (6) Once you have written your answer, put your pencil down.



## How to fill in the answer boxes

がっかしけん  
 ★学科試験

Enter a tick (✓) in the box under the circle (○) if you think the statement is correct, and a tick (✓) in the box under the cross (✕) if you think it is wrong.

○	✕
✓	

じつぎ はんだんとうしけん    せいさくとうさぎょうしけん    かねつ  
 ★実技判断等試験・製作等作業試験 加熱

Choose the answer you think is correct and write the corresponding letter of the alphabet in the answer box.

<small>かいとうらん</small>
A

- (7) After a set time has elapsed, the examiner will ask, “kakemashitaka? (Have you written your answer?)”. If you have written your answer, quietly raise your hand.
- (8) Once everyone has raised their hands, the examiner will move on to the next question.  
\*The examiner will move on the next question after 2 minutes have elapsed whether everyone has finished or not.



- (9) Once you have finished all the questions, 3 minutes will be allowed for you to check your answers (minaoshi). Please look over your answers (minaoshi) until finishing time.  
\* “Minaoshi” means checking your answers to make sure you have made no mistakes.

- (10) When the test is over, set down your test sheet with the cover side up. The examiner will then collect the test sheet.

## [Important] Points to Note on the Day of the Test

せいさくとうさぎょうしけん

## 7. Procedure for the 製作等作業試験

- (1) The examiner will read out the question and then say "Hajimetekudasai (Begin)".
- (2) Since all examinees will begin work at the same time, work only up to the end of the question read out.

(Do not go further ahead on your own.)

\*There will be a written test for <sup>かねつ</sup>加熱 examinees. (<sup>さぎょうてじゆんしょ</sup>作業手順書「3 かねつちょうり」)

## 8. Cheating

If any cheating or problematic behavior is observed, the examinee concerned will be disqualified. Please take great care to avoid this.

## Cheating



Do not look at the answers of other examinees.

## Telling others the answers or asking others to give you the answers



Do not tell the answers to or help other people around you taking the test.

## Talking



Do not speak to yourself or other people around you.

## Leaving your seat without permission



If you wish to leave your seat, raise your hand and let the examiner know.

## Taking test questions or answers out / Copying



Do not take test questions/answers out of the venue or copy them down onto the examination admission form or your hand, etc.

## Looking at notes



Do not look at study printouts, notes, memos, etc. during the exam.

Any writing of characters or numbers on the examination admission form or on your hand, even before the examination starts, will be considered as cheating. Please be very careful.

## 9. Points to note during the test

## If you feel unwell



If you are not feeling well, please raise your hand and let the examiner know.

## If a disaster such as a fire or earthquake occurs



Evacuate as directed by the examiner.