

**Final Exam**  
**Maine ARES Leadership Course**

1. Monthly reports are:
  - a. Optional
  - b. Expected to be sent to the appropriate DEC or the SEC by the first of each month for the previous months activity
  - c. To be filled out in triplicate
  - d. To be forwarded to the ARRL's Field Office by the tenth day of each month
2. The Incident Command System is:
  - a. A means for the majority of public service agencies to manage their response to incidents
  - b. Optional for volunteer organizations responding to an incident
  - c. An ARES developed program to further communications skills
  - d. Only used during large scale emergencies that span several states
3. The first step in establishing an ARES group is:
  - a. Write plans
  - b. Recruit members
  - c. Establish the need
  - d. Have the ARES group approved by the county EMA
4. It is recommended that ARES members also be registered as RACES members.
  - a. True
  - b. False
5. Which is **not** a key element of the Federal Response Plan
  - a. Transportation
  - b. Funding
  - c. Communications
  - d. Mass Care
6. A Tabletop exercise involves
  - a. Sending all participants to the field
  - b. Always involving all of your resources
  - c. Always using all communications resources
  - d. Role playing by participants
7. What is one thing to avoid in training others
  - a. Organize your material
  - b. Present more highly technical topics more slowly
  - c. Use personal experiences and "war stories" frequently in your presentation
  - d. Have a specific learning goal in mind
8. A Functional Exercise is exactly like a Full Scale exercise
  - a. True
  - b. False

9. The proper message priority is Emergency, Priority, Health and Welfare and Routine
- True
  - False
10. An expedited response team will always report to a staging area before going to their assignment
- True
  - False
11. Your first duty as an EC is to
- Maintain impartiality
  - Micro-manage all aspects of ARES participation in your jurisdiction
  - Never to change past policies
  - Rewrite all agreements with all served agencies within one year of assuming the office
12. The Simulated Emergency Test (SET) is:
- An annual event sponsored by the ARRL
  - Is a good example of a full scale exercise
  - A way to identify the strengths and weaknesses of ARES and the NTS
  - All of the above
13. The Maine ARES Emergency Communications Plan
- Is written so the SM and SEC will fully manage all exercises and emergencies
  - Details how all counties will write their individual county ARES plans
  - Details how county EMA communications annexes are written
  - Details how counties and districts in Maine “play” together
14. The basic eligibility for membership in ARES is to:
- Have a handheld radio and a Technician Class license
  - Have an Amateur Radio license and an interest in public service
  - Be a registered volunteer with a county EMA
  - Be someone interested in radio communications
15. When operating as a RACES station, one is allowed to communicate with any amateur radio station.
- True
  - False
16. An example of a VOAD organization is
- Local Public Works Department
  - Points of Light Organization
  - Maine Emergency Management Agency
  - Salvation Army

17. In getting messages through in a timely manner, always
- Use a digital mode as it is quicker
  - Use every reasonable means at your disposal
  - Use voice as everyone has it
  - Use CW as it is most secure
18. One way to encourage healthy conflict at a meeting is to
- Expect people to support the opinions and recommendations with data and facts
  - Keep any conflict to a minimum
  - Avoid discussion by using strong leadership techniques
  - Impose your opinion at all times
19. Staffing an event or incident is best left to one person
- True
  - False
20. The best way to handle walk-on ARES volunteers is to
- Put them to work immediately in any position as they have an amateur radio license
  - Use walk-on operators in non critical areas
  - Politely send them home telling them they are not needed
  - Set up an in depth training course for all walk-on operators
21. An item **not** considered in designing an exercise is
- Time of year
  - Varying skills
  - Setting specific goals
  - Soliciting and using feedback
22. Your Emergency Operations Plan should include Served Agency Contacts and Requirements, Call Out Procedures, Resource Prioritization and
- Local sources of resupply
  - Probable Incident Command Post Locations
  - Frequency usage and agreements
  - List of NTS Transcontinental Corps Nets
23. ARES is a more flexible organization than RACES.
- True
  - False
24. Your attitude
- Has no effect on the attitude of your members
  - Matters little in ARES matters
  - Will reflect on the actions of those around you
  - Is a direct result of the needs of your served agencies

25. An example of a ARRL Section Official is:

- a. State RACES Radio Officer
- b. County EMA Communications Officer
- c. Section Traffic Manager
- d. Section Official Observer

After completing the final exam, send the answers (question number and appropriate letter of you answer) to the course administrator, John Goran, K1JJS ([john@goran-maine.us](mailto:john@goran-maine.us))