

Red Seal Written Examination Study Guide





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Introduction

This guide will help with preparation for the Red Seal Certification Examination. It provides information on the resources available and how to use these resources to develop a customized study plan.

What is the Red Seal Examination?

Red Seal Examinations determine whether apprentices and trade qualifiers meet the national standard of knowledge and skills in a particular Red Seal trade. The examinations are reviewed regularly by certified Journeypersons and trained developers to maintain their accuracy and relevance.

Red Seal Examinations assess knowledge of trade activities and skills performed on the job. They are used by all provinces and territories to issue a Red Seal Journeyperson or Endorsement. Successful completion of the certification examination, in addition to obtaining full trade time, is required to receive a Journeyperson Certificate in Saskatchewan.

All questions on the examination are multiple-choice. Each question is worth one mark. There are no trick questions. Of the four choices, there is one correct answer, and three incorrect options.

The Red Seal Examination has a pass mark of 70%.

Who is involved in the development of Red Seal Examinations?

The Canadian Council of Directors of Apprenticeship (CCDA) and its sub-committee, the Interprovincial Standards and Examinations Committee (ISEC) are responsible for planning and collaborating on the development of Red Seal standards and examinations.

As part of their apprenticeship and trade certification system, each provincial and territorial apprenticeship authority administers the Red Seal Program. Industry is a key partner and plays an important role in the development of Red Seal examinations.

Staff from all apprenticeship authorities and Employment and Social Development Canada organize and facilitate the development process.

However, the most important people in the process are the qualified tradespersons and apprenticeship technical training providers who take part in workshops and meetings.

All the content that goes into each exam comes from these highly qualified experts from across Canada.

Section 1

The Self-Assessment Tool

The [Red Seal Website](#) provides a self-assessment tool to help understand a user's readiness for the Red Seal examination. The information in the tool is specific to each Red Seal trade and covers all areas assessed on the examination. The self-assessment tool's purpose is to get an apprentice or tradesperson to reflect on their own experience and knowledge in each area of the trade. Then, it will provide a report that prioritizes areas of study based on two factors: their own level of understanding and the number of questions on the examination. This understanding, marked as low, medium or high, will be unique for each person. With this information, a customized study plan can be built that prioritizes areas of low understanding with the largest number of questions on the examination.

The self-assessment tool details the number of questions on the Red Seal examination for each unique action of the trade, called a Task. Each Task is to be rated based on the apprentice or tradesperson's familiarity of the topic. They should consider both their work experience and technical training when considering their understanding with a given Task. Any Tasks that are identified as low or medium understanding are areas that require additional study time to ensure success on the Red Seal examination. Those Tasks can then be cross-referenced with the *Red Seal Occupational Standard*, for more information on the knowledge and skills of that activity, and with *SATCC's Guide to Course Content*. *The Guide to Course Content* can be used to determine the courses where a Task is taught and the materials to be reviewed when improving understanding on a given Task.

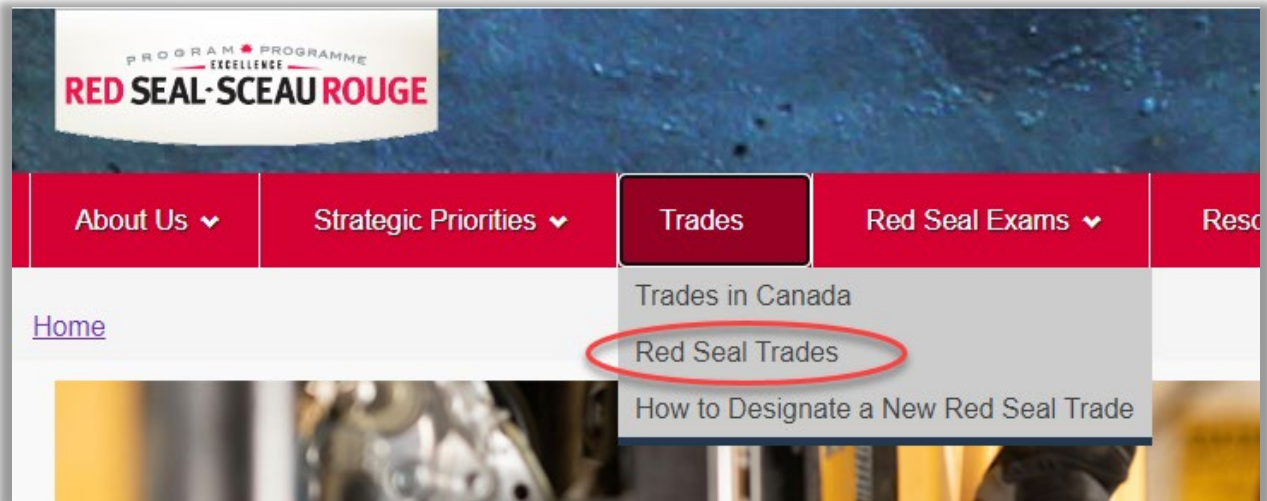


The Red Seal trade-specific self-assessment tool is available on the Red Seal website:

www.red-seal.ca

Access the Self-Assessment Tool on the Red Seal Website

1. Visit www.red-seal.ca/ and select *Red Seal Trades* from the *Trades* drop-down menu.



2. Scroll through the list and select a trade.
3. Scroll down and select *Exam Information*.
4. The Self-Assessment for each trade listed includes an online version and a downloadable pdf.

Plumber - Exam Information

Table of Contents

- [Self-Assessment](#)
- [Exam Breakdown](#)
- [Types of Exam Questions](#)

Self-Assessment

This tool can be used to reflect on your own experience and knowledge in the trade compared with what is on the exam.

- [Online version](#)
- [PDF version \(PDF, 558 KB\)](#)



Pro Tip

Save or print the Self-Assessment Guide to better track study

Complete the Self-Assessment on Red Seal Website

Ready to start the Self-Assessment? It is available in both an online version and a downloadable PDF. The online version will calculate the user's score while the PDF requires a manual score calculation at the end of the assessment.

Plumber

1 of 21

Rate yourself on this task:

Task A-1 Performs safety-related functions.

- A-1.01 Maintains safe work environment
 - A-1.02 Uses personal protective equipment (PPE) and safety equipment
 - A-1.03 Performs lock-out and tag-out (LOTO) procedures
- I have no or very little understanding or experience in this task and its sub-tasks.
- I understand this task and its sub-tasks and have some experience doing them in limited situations.
- I have a very good understanding of this task and its sub-tasks and am fully competent in doing them in many situations.

Example of the Plumber **online** self-assessment tool.



Pro Tip

Limit time spent in areas (tasks) with only one or two questions.

Example of the Plumber **PDF** self-assessment tool.

	LOW Understanding / Experience	MEDIUM Understanding / Experience	HIGH Understanding / Experience	Number of questions on the Red Seal exam
D – Installs, tests and services water service and distribution				
Task D-11 Installs, tests and services water service D-11.01 Plans layout and sizes piping and components for water service D-11.02 Installs piping for water service D-11.03 Installs components for water service D-11.04 Tests water service piping and components D-11.05 Services water service piping and components				5
Task D-12 Installs, tests and services potable water distribution systems D-12.01 Plans layout and sizes piping and components for potable water distribution systems D-12.02 Installs piping for potable water distribution systems D-12.03 Installs components for potable water distribution systems D-12.04 Installs cross connection controls D-12.05 Tests potable water distribution systems D-12.06 Services potable water distribution systems				12

In this example, D-11 was marked as low understanding. This apprentice believes they will only answer one or two questions correctly out of four.

D-12 was marked as medium understanding. This area will not require as much study as other low-understanding areas.

Review Red Seal Occupational Standard (RSOS)

Once the Self-Assessment is completed, the results will indicate low-understanding areas, which require further study.

The RSOS can be found on the Red Seal website under the applicable [Red Seal trade page](#).

Refer to the sections in the RSOS identified during the Self-Assessment. The areas identified as low understanding should be the primary focus. These are usually areas where an apprentice or tradesperson may have little on-the-job experience.

Additional information regarding the use of the RSOS can be found in Appendix C (Page 14)

Major Work Activity D

Example from the Plumber RSOS.

Installs, tests and services water service and distribution

Task D-11 Installs, tests and services water service

Task Descriptor

By connecting piping from the municipal or private water supply to the water distribution system, plumbers make water available for use. Plumbers determine water demand in order to be able to size and install piping and equipment. For the purpose of this standard, service includes troubleshooting, diagnosing, maintenance and repairs.

D-11.01 Plans layout and sizes piping and components for water service

NL	NS	PE	NB	QC	ON	MB	SK	AB	BC	NT	YT	NU
yes	yes	NV	yes	yes	yes	yes	yes	yes	yes	NV	NV	NV

Skills		
	Performance Criteria	Evidence of Attainment
D-11.01.01P	identify demand flow requirements	demand flow requirements are identified according to codes, specifications and AHJ
D-11.01.02P	calculate required peak demand flow for water service	peak demand flow is calculated considering fire protection requirements for residential/commercial/industrial applications and system demand according to specifications and AHJ

The candidate has identified **Task D-11 Installs, tests and services water service** as a weak, or low understanding area.

Candidates can use the **RSOS to determine which knowledge and skills are performed within a Task.**

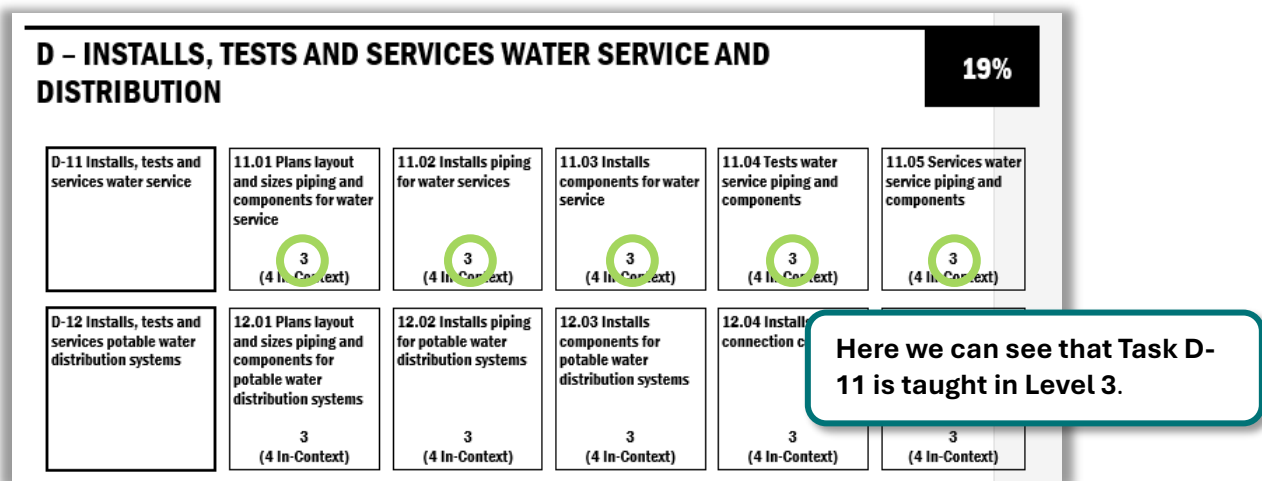
Section 2

Review SATCC's Guide to Course Content

Once Self-Assessment results are calculated, use the *Guide to Course Content* to determine where low-scoring RSOS areas are taught in technical training.

The *Guide to Course Content* can be found on Saskatchewan Apprenticeship and Trade Certification's (SATCC) [website under the specific trade page](#).

The example below is from the Plumber *Guide to Course Content* on the SATCC website. The Task Matrix in the *Guide to Course Content* can be used to learn where a task was taught in technical training.



Next, refer to the Technical Training Course Content section within the *Guide to Course Content*. Use it to learn where any areas of weakness identified in the self-assessment are taught in technical training.

Level Three	8 weeks	240 hours
Plumbing Systems <ul style="list-style-type: none"> describe commercial plumbing fixtures recognize cross connection control devices explain potable hot water distribution systems size potable water distribution systems discuss municipal infrastructures discuss medical gas systems explain radon gas prevention systems discuss compressed air systems discuss underground sprinkler systems discuss swimming pools describe special piping systems 		
RSOS topics covered in this section of training:		
D-11 Installs, tests and services water services		
D-11.01 Plans layout and sizes piping and components for water service <ul style="list-style-type: none"> water service piping, their components, characteristics and applications procedures to size pipe for water service regulatory requirements pertaining to sizing pipe for water service 		
D-11.02 Installs components for water service <ul style="list-style-type: none"> water service piping and components, their characteristics and applications procedures to install water service piping and components regulatory requirements pertaining to water services in residential and ICI applications emerging technologies and practices pertaining to water services 		

Task D-11 is primarily taught in **Level 3 Plumbing Systems**.

Note: an RSOS task may be present in more than one course.

Pro Tip
Use course training modules and notes from courses identified as low understanding to help prepare for certification.

Section 3

Study Strategies

Differences in experience and scope require a personalized approach to preparing for Red Seal examinations. The following study tips can be used to improve study habits.

➤ **Get Organized**

- Ensure the workspace is comfortable with plenty of light. Minimize distractions.

➤ **Complete the Most Important Tasks First**

- Prioritize difficult areas to improve on areas of significant weakness.

➤ **Use Association**

- Associate content with personal work experience to help understand and visualize ideas in real world scenarios.
- Relate new knowledge to a familiar concept to increase understanding and the ability for recall.
- Example: Prepping steel pipe is a similar skill to prepping iron pipe.

➤ **Study in Small Blocks of Time**

- Break the material into manageable chunks and plan which tasks to study each day.
- Focus on a task for a period of 30 minutes then take a 5-minute break.
- After every 4 cycles of 30-minute study sessions, be sure to take a longer break.
- Ensure there is enough time to sufficiently study all material over a longer period, as it helps with retention compared to cramming.

➤ **Actively Engage with the Study Material**

- Study specific knowledge and skills in different ways through reading, rewriting, drawing, watching videos and delivering an explanation.
- While studying take hand-written notes to enhance understanding and to use to study as examination write day approaches. Take theoretical information and apply it practically on-the-job.

Caution

Many outside resources will claim to assist with certification but may be unaware or unfamiliar with the RSOS.

These resources can have limited value when used as a resource in preparation for the certification examination.

The Red Seal exam is designed to test the skills practiced on the job.

Approximately 85% of an apprenticeship is spent learning on the job under the guidance of a journeyperson.





➤ **Partner Up**

- Ask a friend or spouse to help with studies.
- Retaining information can be easier if it can be explained to someone else.

➤ **Review Notes Often**

- Review notes of study at the end of each day and make sure each concept is understood or develop a plan to address any questions.

➤ **Seek Out Additional Help if Needed**

- Instructors are available to help students.
- The SATCC provides learning and accessibility services for those who require extra assistance or may qualify for accommodations.
 - Phone:(306) 933-8476
 - Email: accessibilityservices@gov.sk.ca
- Many technical training providers have Learning Services that can help students with study techniques and tutoring in basic skills such as math.
- Co-workers, classmates, and journeypersons are also valuable resources.

Start Now!

Choose one or two tips from this list and apply them today.

➤ **Provide Incentives**

- Set goals and rewards for achieving them.
- Schedule days off; time spent resting, exercising and spending time with family and friends will help with rest and future focus.



Tips For Examination Day

- **Cover the Answers to a Question and Try to Answer Without Looking**
 - Check all available answers. If the answer is not listed, this may indicate something was missed in the question.

- **Be Familiar with the Code Book**
 - If the trade has a code book, be comfortable using it and understand the tools that are provided.
 - Move on from questions where code rules are difficult to find and come back to them later. Do not spend too much time aimlessly looking through the code book.
 - Be sure to check appendices if they are mentioned in a code clause.

- **Be Familiar with the Formulas Used in the Trade**
 - Be familiar with what formulas are provided during the exam and how to apply them.

- **Questions Containing Code References**
 - Phrases such as minimum, maximum and requirement imply a rule or regulation which is typically determined by the applicable code.

- **Understand the Full Scope of the Trade Including Troubleshooting**
 - The exam will include skills learned in all levels of training as well as skills learned on the job.
 - The RSOS is the best resource for determining what knowledge should be known to become certified.

- **Be Efficient with Time**
 - If the correct answer is not obvious, skip that question and come back to it later.
 - An answer may become more apparent later during the exam.
 - Questions on similar material may refresh knowledge of a skipped question.

- **Use Calculation Sheets**
 - Each candidate is given three calculation sheets (front and back) to assist with keeping track of skipped questions, performing calculations, and drawing diagrams.
 - A simple diagram can help clarify a question's intent, as well as ensure that important information is not missed.

Section 4

Study Checklist

Below is a checklist that can be used to keep track of study tasks. A sample study plan can be found in Appendix A (page 11).

<input type="checkbox"/>	Complete the Self-Assessment on Red Seal Website	Page 4
<input type="checkbox"/>	Review Red Seal Occupational Standard (RSOS)	Page 5
<input type="checkbox"/>	Review Guide to Course Content	Page 6
<input type="checkbox"/>	Determine where RSOS weak areas are taught in technical training	Page 6
<input type="checkbox"/>	Fill out the study plan found in Appendix B to create a study timeline	Page 12

A sample study plan can be found in Appendix A (page 11)

Appendix A – Sample Study Plan (Carpenter)

RSOS Selection	Content Covered	Content Description	How Well Do I Know It?	What Resources Do I Need to Access?	When?
Task 8 – Constructs Framework	C-8.01 Erects Excavation Shoring and Underpinning	<ul style="list-style-type: none"> Inspect materials for structural integrity Fasten excavation shoring firmly in place using fasteners such as rock anchors, bolts and pilings Identify underpinning requirements according to location of new construction 	Average	<ul style="list-style-type: none"> Package Commercial Formwork SK Employment Act & The Occupational Health and Safety Regulations Publications The National Building Code of Canada 2015 	<ul style="list-style-type: none"> Tuesdays 7-8pm Thursdays 6:30-7pm Saturdays 11am -12pm
Task 7 – Performs Layout	C-7.08 Lays Out Stairs	<ul style="list-style-type: none"> Measure total rise and run of stairs and length of stair well opening Determine and mark measurements such as unit rise, unit run, length of stringer, allowable headroom, and landing locations 	Low	<ul style="list-style-type: none"> Level 2 note package Wood Stairs Level 3 note package Concrete stairs Level 4 note package Wood Stairs 	<ul style="list-style-type: none"> Wednesdays 7:30-8pm Fridays 6:30-7pm Sundays 2-3pm

Appendix B – Blank Study Plan

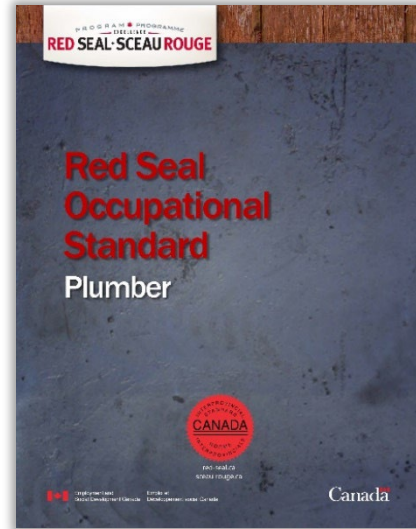
RSOS Selection	Content Covered	Content Description	How Well Do I Know It?	What Resources Do I Need to Access?	When?

Appendix C – Red Seal Occupational Standard Information

The RSOS outlines the skills required for certification and is the source document for all certification and training activities within the trade. Anything listed in a trade's RSOS is eligible to be tested during the certification exam. The exception is sub-tasks labeled NOT COMMON CORE. These are skills that are not practiced in every jurisdiction in Canada and will not be tested on the certification exam. No content outside of the **RSOS** will be assessed on the exam.

This document outlines the knowledge and abilities a journeyman working in that trade requires. The content for the Red Seal exam is drawn from the RSOS. The specific RSOS for a trade can be found at www.red-seal.ca.

The Red Seal exam has sections based on each Major Work Activity in the RSOS. The exam questions in each section are all based on the sub-tasks that make up the Major Work Activity. More detail about the RSOS structure is included in the next section.

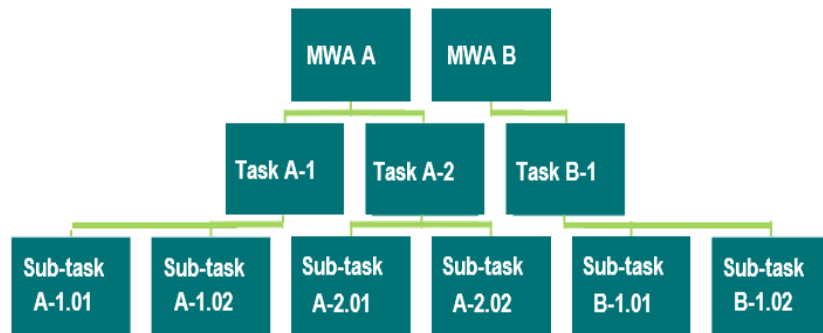


If industry in at least 70% of the responding jurisdictions performs a sub-task, it is considered common core.

Structure of the RSOS

The information in an RSOS is organized into Major Work Activities (MWA), Tasks and Sub-tasks.

MWA: are the largest division within the standard that is comprised of a distinct set of trade activities.



Tasks: Distinct actions that describe the activities within an MWA.

Sub-tasks: Distinct actions that describe the activities within a task.

Skills: Include Performance Criteria and Evidence of Attainment.

Performance Criteria: Description of the activities that are done as the sub-task is performed.

Evidence of Attainment: Proof that the activities of the sub-task meet the expected performance of a tradesperson who has reached journeyman level.

Appendix D – Breakdown of RSOS Skills Chart

1

Each Major Work Activity (MWA) focuses on a specific group of skills.

2

Tasks are distinct actions that describe activities within the MWA.

3

Task descriptor is the general description of the skills covered in the task.

Major Work Activity D **1**

Installs, tests and services water service and distribution

Task D-11 Installs, tests and services water service **2**

Task Descriptor

By connecting piping from municipal or private water supply to the water distribution system, plumbers make water available for use. Plumbers determine water demand in order to be able to size and install piping and equipment. For the purpose of this standard, service includes troubleshooting, diagnosing, maintenance and repairs.

D-11.01 Plans, tests and sizes piping and components for water service **4**

NL	NS	PE	NB	QC	ON	MB	SK	AB	BC	NT	YT	NU
yes	yes	NV	yes	yes	yes	yes	yes	yes	yes	NV	NV	NV

Skills	
5 Performance Criteria	6 Evidence of Attainment
D-11.01.01P identify demand flow requirements	demand flow requirements are identified according to codes, specifications and AHJ
D-11.01.02P calculate required peak demand flow for water service	peak demand flow is calculated considering fire protection requirements for residential/commercial/industrial

4

Sub-tasks are distinct actions that describe the activities within the task.

5

Performance criteria is a description of the on-the-job-skills a new journeyperson should have.

6

Evidence of attainment is a more detailed description of the skills that prove that the performance criteria is met.

Appendix E – References

Saskatchewan Apprenticeship and Trade Certification Commission

- Toll Free: 1-877-363-0536
Email: apprenticeship@gov.sk.ca
- Learning and Accessibility Services
 - saskapprenticeship.ca/learning-support/
 - Phone:(306) 933-8476
 - Email: accessibilityservices@gov.sk.ca
- Website: www.saskapprenticeship.ca/
- Designated trades page: www.saskapprenticeship.ca/designated-trades-searchable/
 - Each designated trades page has links to the following documents:
 - A Guide to Course Content
 - On the job training guide
 - Exam information sheet
 - Course Outline

Red Seal Canada

- Website: www.red-seal.ca/
- Red Seal Trades: www.red-seal.ca/eng/trades/tr.1d.2s_l.3st.shtml
 - Each Red Seal trade has a link to the RSOS
- Self-assessment tool: www.red-seal.ca/eng/resources/selfexamlist.shtml

Additional Suggested Resources

- Other resources include textbooks, instructors, and approved educational resources.
- Additional trade resources are included in the exam information sheet for each trade found on the SATCC website under the specific trade.
- Independent Learning Modules (ILMs) are also available for purchase for some trades through the Saskatchewan Polytechnic Bookstore at 1-800-569-8398.