

Apprenticeship and Certification Study Guide



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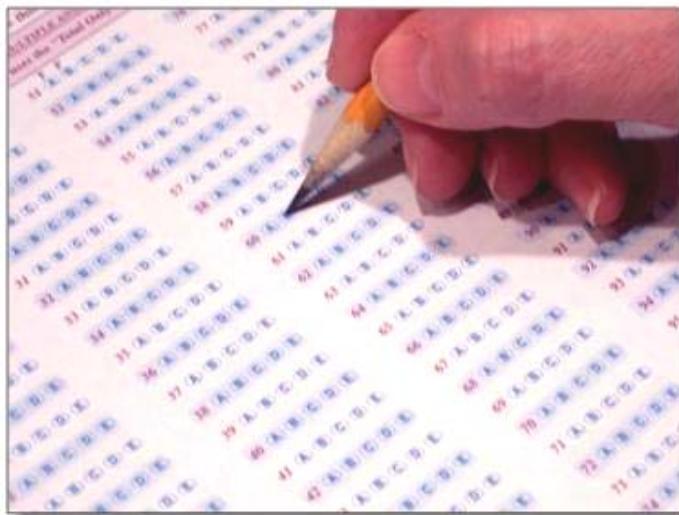
Introduction

This Study Guide has been developed by the Newfoundland and Labrador Department of Education and Early Childhood Development, Apprenticeship and Trades Certification Division, to assist apprentices and trade qualifiers as they prepare to write the Red Seal Exam. Red Seal Exams are available for all Red Seal trades. For a list of Red Seal trades please refer to the Department of Education and Early Childhood Development website: <https://www.gov.nl.ca/atcd/designated-trades/list-of-designated-trades/>.

Some of the specific goals of this guide are:

- ⇒ to help you understand the skills and knowledge that might be covered on the exam
- ⇒ to help you identify your strengths and weaknesses
- ⇒ to provide organization and structure for a course of study
- ⇒ to provide a list of resources to help you with your study plan
- ⇒ to support and supplement the teaching and learning process

This study guide outlines the theoretical portion of the program. The intent is not to replace technical training provided under the guidance of instructors. Rather, it is a tool to be used in conjunction with formal training.



Exam Process

Before the Exam

You must contact the nearest Apprenticeship and Trades Certification Divisional office to make request to write the Red Seal exam (*See Appendix A for a list of regional offices*). Upon approval, the Apprenticeship Program Officer (APO) will notify you of your eligibility to write the exam, and provide you with scheduling information. If you require special accommodations due to a disability or language barrier, please contact your regional office for information on applying for this service.

During the Exam

You must bring:

- personal identification such as a photo or signature ID or valid Newfoundland and Labrador driver's license
- your notification letter

The following will be provided:

- a calculator (*see Appendix B for calculator information*)
- all other items required such as pencils, scrap paper, etc.

Important Note:

Personal cell phones, calculators, or other electronic equipment are NOT allowed into the exam room. If you do bring them, they will be stored away and returned to you when you have completed the exam.

After the Exam

Results will be mailed to you approximately seven to ten days after completion of the exam. All necessary instructions and information will be provided in the results letter.

The percentage mark you obtained will be provided. You will also be given a section by section breakdown, showing how many questions were in each section, as well as the number of questions in each section you completed successfully.

If you are successful in obtaining a 70% or more on your exam, you will be issued a Newfoundland and Labrador Certificate of Qualification with a Red Seal endorsement.

Exam Format

All Red Seal exams are written in multiple-choice format. Each exam has between 100 and 150 questions. A multiple choice question consists of a stem (a complete question) followed by four options (A, B, C, D). The stem contains all the information necessary to answer the question. The options consist of the one correct answer and three “distracters.” Distracters are incorrect. (See Appendix C for a sample answer sheet).

Red Seal exams contain three types of questions:

Level 1 Knowledge and Recall

Questions at this level test your ability to recall and understand definitions, facts, and principles.

Level 2 Procedural and Application

Questions at this level test your ability to apply your knowledge of procedures to a new situation.

Level 3 Critical Thinking

Questions at this level test your ability to interpret data, solve problems and arrive at valid conclusions.

Level 1 Examples:

1. When building a brick veneer wall, which types of mortar should be used?
 - A. Type M or K.
 - B. Type S or N.
 - C. Type K or O.
 - D. Type S or M.



2. When attaching wall ties to a wood frame structure, which type of fastener is used?

- A. Common nail.
- B. Carriage bolt.
- C. Wood screw.
- D. Machine screw.



3. Which chisel is used for dressing the stone edges?

- A. Comb.
- B. Point.
- C. Pitch.
- D. Plug.



Level 2 Examples:

1. If a room is 12 m x 9 m, what is the diagonal measurement in order for the room to be square?

- A. 9 m.
- B. 12 m.
- C. 13 m.
- D. 15 m.



2. What is the procedure to mixing a muriatic acid solution for cleaning brick?

- A. Mix the water into the acid.
- B. Mix the acid into the water.
- C. Mix the acid into the soapy water solution.
- D. Mix the soapy water solution into the acid.



3. How many standard blocks are required per course on a wall that is 7 200 mm long?

- A. 16.
- B. 18.
- C. 32.
- D. 36.



Level 3 Examples:

1. When using flagstone, which has coverage of $1.5 \text{ m}^2 / \text{t}$, how much stone is required for a patio $2\ 000 \text{ m.} \times 4\ 000 \text{ m.}$?

- A. 2.3 t.
- B. 4.0 t.
- C. 5.3 t.
- D. 12.0 t.



2. Concrete block is laid out so that each course gauges at 200 mm. What will be the height of the wall after 26 courses?

- A. 2.6 m.
- B. 3.8 m.
- C. 4.2 m.
- D. 5.2 m.



3. What is the minimum height above the chimney cap that chimney liners will extend?

- A. 25 mm.
- B. 38 mm.
- C. 50 mm
- D. 75 mm.



Source of Questions:

<https://www.red-seal.ca/eng/s.1mpl.2.2x.1mQ.5.2st.3.4ns.shtml?tid=36>

Exam Content

Understanding the *Red Seal Occupational Standard (RSOS)*

The Red Seal model has historically been based on the development of the National Occupational Analysis (NOA) which supports the development of multiple-choice format examinations.

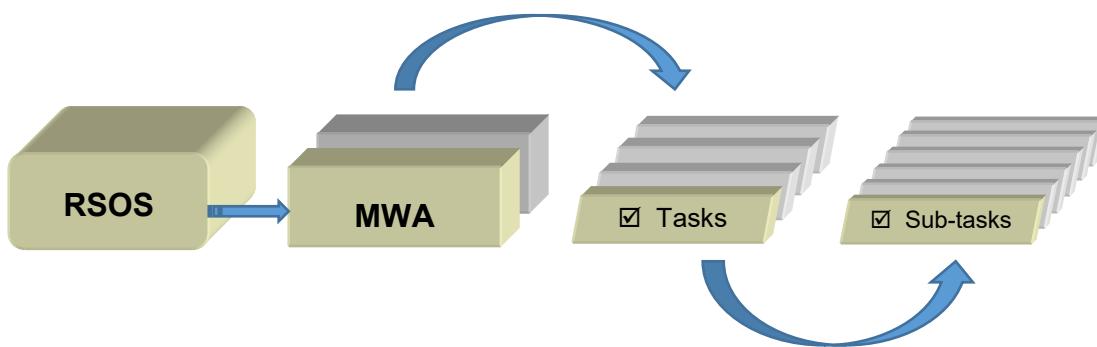
The RSOS was introduced in 2015 and is now taking the place of the NOA. Each RSOS or NOA sets the standard for a Red Seal trade. The Red Seal Examination is based on the Red Seal Standard.

The new standards provide greater consistency in learning resources and allow for increased industry involvement in the development of these standards. This new model places increases emphasis on apprenticeship training and assessing skills with industry learning objectives, outcomes and performance criteria.

The RSOS for each trade describes the tasks and sub-tasks; skills and knowledge requirements; summary of essential skills; safety information; trends affecting the trade; technical terms; names of tools and equipment; acronyms; learning objectives and outcomes; industry expected performance and essential skills related to each sub-task.

The RSOS is an excellent tool to use as you study for the Red Seal exam. RSOSs can be found at <http://www.red-seal.ca/resources/n.4.1-eng.html>

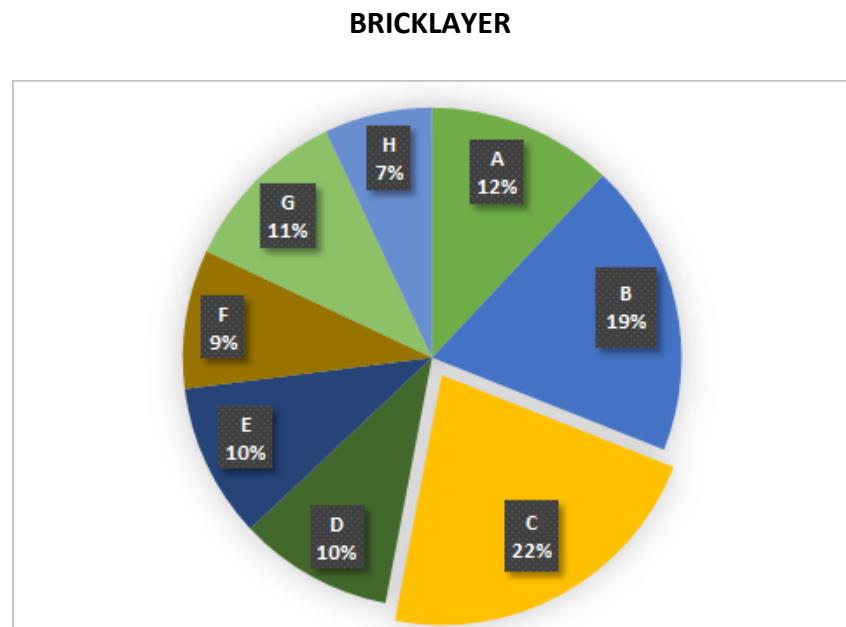
RSOS material is organized into the following categories: **MWA (Major Working Activity)**. The MWAs are further broken down into **TASKS** (*describes activities within an MWA*) and **SUB-TASKS** (*describe activities within a task – This is what the exam is based on*).



The NOA will continue to be used as the occupational standard for trades that do not yet have an RSOS developed.

RSOS Pie Chart

The RSOS Pie Chart presents the MWA percentages in the form of a pie chart which tells you the approximate number of questions from each MWA. For example, 12% of the questions on the **Bricklayer** Exam will be based on **MWA A**.



| Major Working Activity (MWA) Titles | | | |
|-------------------------------------|-------------------------------------|--------------|---|
| MWA A | Performs Common Occupational Skills | MWA E | Builds Chimneys and Fireplaces |
| MWA B | Performs General Masonry Practices | MWA F | Installs Refractories and Corrosion Resistant Materials |
| MWA C | Builds Masonry Systems | MWA G | Performs Restoration |
| MWA D | Builds Natural Stone Systems | MWA H | Performs Additional Masonry |

Exam Breakdown

The **Bricklayer** exam currently has 125 questions. The following table shows a breakdown of the number of questions that come from each RSOS MWA. It is important to note that the exact number of questions can change at any time. When you are ready to write your exam, you may contact your regional office to verify the number of questions (See Appendix A).

| MWA A | Performs Common Occupational Skills | # of Questions |
|----------------|--|----------------|
| Task 1 | Performs safety-related functions | 3 |
| Task 2 | Uses and maintains tools and equipment | 4 |
| Task 3 | Uses scaffolding | 3 |
| Task 4 | Organizes work | 3 |
| Task 5 | Uses communication and mentoring techniques | 2 |
| MWA B | Performs General Masonry Practices | 23 |
| Task 6 | Performs substrate preparation | 7 |
| Task 7 | Performs fundamental masonry tasks | 9 |
| Task 8 | Uses mortars, grouts and adhesives | 7 |
| MWA C | Builds Masonry Systems | 27 |
| Task 9 | Builds masonry walls | 11 |
| Task 10 | Builds horizontal masonry surfaces | 6 |
| Task 11 | Builds and installs prefabricated masonry | 4 |
| Task 12 | Installs surface-bonded masonry units | 6 |
| MWA D | Builds Natural Stone Systems | 13 |
| Task 13 | Builds natural stone walls | 7 |
| Task 14 | Performs mechanically-fastened natural stone cladding procedures | 6 |
| MWA E | Builds Chimneys and Fireplaces | 13 |
| Task 15 | Builds chimneys | 7 |
| Task 16 | Builds fireplaces | 6 |
| MWA F | Installs Refractories and Corrosion Resistant Materials | 11 |
| Task 17 | Installs and Maintains refractories | 7 |
| Task 18 | Installs and maintains corrosion resistant materials | 4 |
| MWA G | Performs Restoration | 14 |
| Task 19 | Rebuilds masonry work | 8 |
| Task 20 | Repairs and cleans existing masonry work | 6 |
| MWA H | Performs Additional Masonry | 9 |
| Task 21 | Installs glass blocks | 2 |
| Task 22 | Installs ornamental and sculptured masonry | 2 |
| Task 23 | Builds arches | 5 |
| | Total | 125 |

RSOS Sub-tasks

The following *RSOS Task Profile Checklist* outlines the MWAs, tasks and sub-tasks for your trade. The Red Seal exam is written to test your knowledge and abilities regarding the sub-tasks in the RSOS. This chart can be used to review your current knowledge. You can review by placing a checkmark (✓) next to those you understand fully.

Place your focus on those you do not understand and study them until you are comfortable with the material. Think of possible questions in that particular content area.

The RSOS also contains a list of “supporting knowledge and abilities” for each sub-task. They are the skills and knowledge you must have to perform a sub-task. The supporting knowledge and abilities identified under each sub-task will be very helpful as you review. The list can be found in the RSOS for your trade.

Task Profile Checklist
Based on RSOS 2021
Bricklayer

MWA A: Performs Common Occupational Skills

| | |
|------------------|--|
| Sub-Tasks | <p><input type="checkbox"/> Task 1: Performs safety-related functions</p> <ul style="list-style-type: none"><input type="checkbox"/> Maintains safe work environment<input type="checkbox"/> Uses personal protective equipment (PPE) and safety equipment |
| Sub-Tasks | <p><input type="checkbox"/> Task 2: Uses and maintains tools and equipment</p> <ul style="list-style-type: none"><input type="checkbox"/> Maintains tools and equipment<input type="checkbox"/> Uses rigging, hoisting and lifting equipment<input type="checkbox"/> Uses access equipment |
| Sub-Tasks | <p><input type="checkbox"/> Task 3: Uses scaffolding</p> <ul style="list-style-type: none"><input type="checkbox"/> Erects scaffolding<input type="checkbox"/> Dismantles scaffolding<input type="checkbox"/> Maintains scaffolding |
| Sub-Tasks | <p><input type="checkbox"/> Task 4: Organizes work</p> <ul style="list-style-type: none"><input type="checkbox"/> Uses drawings and specifications<input type="checkbox"/> Plans daily tasks and activities<input type="checkbox"/> Prepares job site and materials<input type="checkbox"/> Protects surrounding areas |
| Sub-Tasks | <p><input type="checkbox"/> Task 5: Uses communication and mentoring techniques</p> <ul style="list-style-type: none"><input type="checkbox"/> Uses communication techniques<input type="checkbox"/> Uses mentoring techniques |

MWA B: Performs General Masonry Practices

- Task 6: Performs substrate preparation**
 - Sub-Tasks
 - Prepares vertical substrates and foundations
 - Applies parging
 - Installs anchoring/tie systems
 - Installs membrane and flashing
 - Installs insulation
- Task 7: Performs fundamental masonry tasks**
 - Sub-Tasks
 - Lays out wall and coursing
 - Finishes joints
 - Cleans new masonry surfaces
 - Seals masonry surfaces
- Task 8: Uses mortars, grouts and adhesives**
 - Sub-Tasks
 - Mixes mortar, concrete, grout and adhesives
 - Uses mortars
 - Uses concrete and grout
 - Uses adhesives

MWA C: Builds Masonry Systems

- Task 9: Builds masonry walls**
 - Sub-Tasks
 - Builds nonload-bearing walls
 - Builds load-bearing walls
- Task 10: Builds horizontal masonry surfaces**
 - Sub-Tasks
 - Prepares horizontal substrate
 - Lays masonry units on horizontal surfaces

MWA C: Builds Masonry Systems (Cont'd)

Task 11: Builds and installs prefabricated masonry

Sub-Tasks

- Builds prefabricated masonry
- Erects prefabricated masonry

Task 12: Installs surface-bonded masonry units

Sub-Tasks

- Prepares substrate for surface-bonded masonry units
- Applies surface-bonded masonry units

MWA D: Builds Natural Stone Systems

Task 13: Builds natural stone walls

Sub-Tasks

- Prepares natural stone
- Lays natural stone
- Damp cures walls

Task 14: Performs mechanically-fastened natural stone cladding procedures

Sub-Tasks

- Prepares substrate for cladding
- Prepares natural stone for cladding
- Installs natural stone cladding

MWA E: Builds Chimneys and Fireplaces

| |
|--|
| <input type="checkbox"/> Task 15: Builds chimneys |
| Sub-Tasks |
| <input type="checkbox"/> Builds foundation supports for chimneys |
| <input type="checkbox"/> Lays masonry units to build chimneys |
| <input type="checkbox"/> Installs flue lining |
| <input type="checkbox"/> Installs related flashings |
| <input type="checkbox"/> Installs caps |
| <input type="checkbox"/> Task 16: Builds fireplaces |
| Sub-Tasks |
| <input type="checkbox"/> Builds foundation for hearth, firebox, backup material and veneer |
| <input type="checkbox"/> Builds hearth, firebox and backup |
| <input type="checkbox"/> Installs damper |
| <input type="checkbox"/> Builds smoke chamber |
| <input type="checkbox"/> Prepares existing fireplace for insert |
| <input type="checkbox"/> Faces fireplaces and inserts |

MWA F: Installs Refractories and Corrosion Resistant Materials

| |
|---|
| <input type="checkbox"/> Task 17: Installs and maintains refractories |
| Sub-Tasks |
| <input type="checkbox"/> Prepares for installation of refractories and accessories |
| <input type="checkbox"/> Prepares mortar for refractories |
| <input type="checkbox"/> Removes existing refractories |
| <input type="checkbox"/> Installs refractories |
| <input type="checkbox"/> Repairs refractories |
| <input type="checkbox"/> Task 18: Installs and maintains corrosion resistant materials |
| Sub-Tasks |
| <input type="checkbox"/> Prepares for installation of corrosion resistant materials and accessories |
| <input type="checkbox"/> Prepares mortar for corrosion resistant materials |
| <input type="checkbox"/> Removes existing corrosion resistant materials |
| <input type="checkbox"/> Installs corrosion resistant materials |
| <input type="checkbox"/> Repairs corrosion resistant materials |

MWA G: Performs Restoration

Task 19: Rebuilds masonry work

Sub-Tasks

- Disassembles unit masonry
- Prepares restoration work area
- Reinstalls masonry and accessories

Task 20: Repairs and cleans existing masonry work

Sub-Tasks

- Removes deteriorated masonry components
- Repoints joints
- Repairs masonry units
- Reinstalls masonry units and accessories
- Cleans existing masonry surfaces

MWA H: Performs Additional Masonry

Task 21: Installs glass blocks

Sub-Tasks

- Prepares work area for installation of glass blocks
- Lays glass blocks

Task 22: Installs ornamental and sculpted masonry

Sub-Tasks

- Prepares for installation of ornamental and sculpted masonry units
- Installs ornamental and sculpted masonry units

Task 23: Builds arches

Sub-Tasks

- Prepares location for installation of arch
- Builds template
- Places template
- Installs arch masonry units
- Removes template

Create a Study Plan

As you prepare for your exam, it is important to plan a schedule. The following two tables will help you stay on track.

The first table is a “**Weekly Study Plan.**” In this table list the areas you will focus your study for each day. You should include items you need to review as well as items you need to study. Remember, more time will be needed for study in areas you find difficult, whereas you may only require review in areas you are more familiar with. As you work through the RSOS sub-task list you can start to fill in this table.

The second table is a “**Study Time Table.**” It is important to create a study schedule where you determine the best days of the week and times of day for you to study.

Print several copies of these tables and fill out for each week of study. It is important to stick to your study schedule.

Weekly Study Plan for Week of: _____

| | Area of Study 1 | Area of Study 2 | Area of Study 3 | Area of Study 4 | Area of Study 5 | Area of Study 6 |
|--------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Mon. | | | | | | |
| Tues. | | | | | | |
| Wed. | | | | | | |
| Thu. | | | | | | |
| Fri. | | | | | | |
| Sat. | | | | | | |
| Sun. | | | | | | |

Study Time Table for Week of: _____

| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|------------------------------|---------------|----------------|------------------|-----------------|---------------|-----------------|---------------|
| 8:00 AM - 9:00 AM | | | | | | | |
| 9:00 AM - 10:00 AM | | | | | | | |
| 10:00 AM - 11:00 AM | | | | | | | |
| 11:00 AM - 12:00 Noon | | | | | | | |
| 12:00 Noon - 1:00 PM | | | | | | | |
| 1:00 PM - 2:00 PM | | | | | | | |
| 2:00 PM - 3:00 PM | | | | | | | |
| 3:00 PM - 4:00 PM | | | | | | | |
| 4:00 PM - 5:00 PM | | | | | | | |
| 5:00 PM - 6:00 PM | | | | | | | |
| 6:00 PM - 7:00 PM | | | | | | | |
| 7:00 PM - 8:00 PM | | | | | | | |

Resources - Websites

Study information can be drawn from a variety of sources. A sample list of study materials (websites and books) is provided below. These and other helpful resources may be found in a local college bookstore, on the internet, or at your place of employment. You may also be able to borrow them from an apprentice or journeyperson in your trade.

Study Strategies and Exam Preparation Guide

The *Study Strategies & Exam Preparation Guide* is used in conjunction with this study guide. It provides direction and information on such areas as study habits, test preparation and test taking techniques.

<https://www.gov.nl.ca/atcd/files/Study-Strategies-and-Exam-Prep-Guide-October-2023.pdf>

Plan of Training (POT)

A *Provincial Plan of Training* details the full scope of learning for a particular occupation, including both technical training competencies and industry experiences necessary to write a Red Seal exam (and complete the requirements for Red Seal Certification), or to write a provincial examination. The Plan of Training is based on the RSOS.

<https://www.gov.nl.ca/atcd/designated-trades/pots-aacs/>

Red Seal Website

Red Seal is a program that sets common standards to evaluate the skills of tradespeople across Canada. It is a partnership between the Federal Government and the provinces/territories.

The Red Seal model has been based on the National Occupational Analyses (NOA) which supports the development of multiple-choice examinations. A new Red Seal Occupational Standard (RSOS) was introduced in 2015 and is taking the place of the NOA.

<http://www.red-seal.ca/>

Bricklayer PRACTICE Exam

This is **NOT** a Red Seal exam. This is a practice exam provided by the Inter-provincial Red Seal Standards Program. It was developed using similar question types to that of a Red Seal exam. The exam is intended to be used for self-assessment in preparation for writing a Red Seal Exam.

<https://www.red-seal.ca/eng/s.1mpl.2.2x.1mQ.5.2st.3.4ns.shtml?tid=36>

Red Seal Exam Self-Assessment Guide

Use this self-assessment tool to rate your own understanding and experience with the tasks of the trade that are on the Red Seal examination:

<https://www.red-seal.ca/eng/resources/selfexamspace.shtml?tid=36>

Acronyms

The Red Seal website lists Acronyms which will be helpful in preparing for your Red Seal Exam!

<https://www.red-seal.ca/eng/trades/bricklayers/app-a.shtml>

Tools and Equipment

The Red Seal website lists Tools and Equipment which will be helpful in preparing for your Red Seal Exam!

<https://www.red-seal.ca/eng/trades/bricklayers/app-b.shtml>

Glossary of Terms

The Red Seal website lists a Glossary of Terms which will be helpful in preparing for your Red Seal Exam!

<https://www.red-seal.ca/eng/trades/bricklayers/app-c.shtml>

Resources – Book List

You can use this list to help you obtain information on specific topics. It is not necessary to use these books specifically, as you may find others that will be equally beneficial.

If you wish to obtain any of the resources listed below, here is the reference information:

- Masonry, Level 1*, 3rd Edition, 2005, Pearson Prentice, ISBN 0132287188
- Modern Masonry*, 2003, Kicklighter, C., The Goodheart-Wilcox Inc., ISBN 9781566379632
- Masonry, Level 2*, 3rd Edition, 2006, Prentice Hall, ISBN 0131091697

Disclaimer

Various external resources (websites, textbooks) have been listed in this study guide to assist an individual in preparing to write a Red Seal Exam. This does not mean the Department of Education and Early Childhood Development, Newfoundland and Labrador endorses the material or that these are recommended as the best resources. There may be other resources of equal or greater value to an individual preparing for a Red Seal exam. The Department of Education and Early Childhood Development has no control over the content of external textbooks and websites listed, and no responsibility is assumed for the accuracy of the material.

Conclusion

We hope this guide has provided you with some useful tools as you prepare for your Red Seal exam. If you have any questions regarding your Red Seal exam please contact your regional office (*see Appendix A for a list of regional offices*).

We appreciate your comments and feedback regarding the usefulness of this study guide. If you have any comments or suggestions, we welcome your feedback. The feedback form at the end of this guide can be used for this purpose.

Appendix A: Regional Offices

If you have any questions regarding your Red Seal exam, please contact one of the following regional offices:

Department of Education and Early Childhood Development

Apprenticeship and Trades Certification Division

Toll Free: 1-877-771-3737

<https://www.gov.nl.ca/atcd/contact-us/staff-listing-and-office-locations/>

Corner Brook

1-3 Union
Aylward Building, 2nd
Corner Brook, NL A2H

Telephone: (709) 637-2366
Facsimile: (709) 637-2519

Grand Falls-Windsor

42 Hardy Avenue
Grand Falls-Windsor, NL
A2A 2J9

Telephone: (709) 292-4215
Facsimile: (709) 292-4502

Clarenville

45 Tilley's Road
Clarenville, NL
A5A 1Z4

Telephone: (709) 466-3982
Facsimile: (709) 466-3987

St. John's

P.O. Box 8700
1170 Topsail Road
Mount Pearl, NL A1B 4J6

Telephone: (709) 729-2729
Facsimile: (709) 729-5878

Happy Valley – Goose Bay

163 Hamilton River Road
Bursey Building
Happy Valley – Goose Bay, NL
A0P 1E0

Telephone: (709) 896-6348
Facsimile: (709) 896-3733

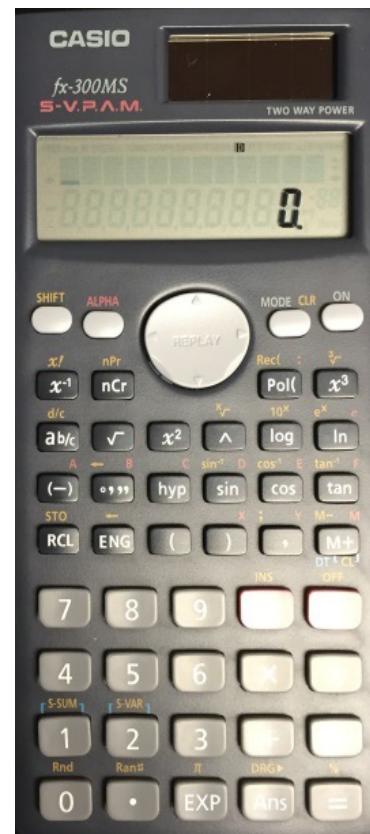
Appendix B: Calculator Use

The picture below shows two calculators with the same functions as the one you will be provided with during your exam. It is advisable to borrow or purchase one with similar functions so that you can familiarize yourself with it before you write your exam.

Casio FX-260



Casio FX-300 MS



Appendix C: Answer Sheet Example

With your exam you will be given an answer sheet similar to the one below. When answering multiple choice questions be sure to fill the circle completely and fill the circle that corresponds to the question on the exam.

Feedback Form

Study Guide – Bricklayer

Please answer the following:

- (1) This Study Guide is a useful tool for exam preparation.
 strongly agree agree disagree strongly disagree

- (2) The topics contained in the guide are arranged in a logical order.
 strongly agree agree disagree strongly disagree

- (3) The design and format of the guide caught my attention.
 strongly agree agree disagree strongly disagree

- (4) The instructions throughout the guide are clear and to the point.
 strongly agree agree disagree strongly disagree

- (5) The resources listed in this guide are suitable and valuable.
 strongly agree agree disagree strongly disagree

- (6) The guide should contain more information.
 strongly agree agree disagree strongly disagree

Suggested information/resources to include:

Additional Comments:

Please complete this form and return via fax or mail to the following:

Department of Education and Early Childhood Development
Apprenticeship and Trades Certification Division
Standards and Curriculum Unit
45 Tilley's Road, Clarenville, NL A5A 1Z4
Fax: (709) 466-3987

Department of Education and Early Childhood Development
Apprenticeship and Trades Certification Division

