

GUIDELINES & RESOURCES
For Educators & Students in Cooperative Education Programs

CO-OPERATIVE EDUCATION SAFETY QUIZ

Name _____ Date _____

DIRECTIONS

Choose the correct answer and write the corresponding letter in the blank to the left of each statement.

GOOD HOUSEKEEPING

- ___ 1. Machines should be cleaned after use with, a) a brush, b) your hand, c) a rag, d) none of above.
- ___ 2. Keep the work area, a) cluttered, b) clean, c) dirty, d) none of above.
- ___ 3. Scrap should be placed, a) on the corner of work benches, b) in the container provided, c) on the floor near the work area, d) none of above.
- ___ 4. Tools should always be, a) left on benches, b) left on machines, c) put away when not in use, d) none of above.
- ___ 5. Spilled chemicals should be, a) left alone, b) left alone until the supervisor is notified, c) barricaded off, d) all of above.
- ___ 6. Materials and parts should be, a) properly stored, b) stored in a designated area, c) arranged so they will not be tripped over, d) all of above.

HANDTOOLS

- ___ 7. On any job, always use, a) the tool which is handy, b) the tool for the job, c) a knife for a screwdriver, d) none of above.
- ___ 8. Tools should be kept, a) where they belong, b) clean, c) in safe working condition, d) all of above.
- ___ 9. Dull, broken or worn-out tools should be, a) reported to your supervisor, b) used, c) thrown away, d) none of above.
- ___ 10. Cutting tools should never be, a) dull, b) carried in your pocket, c) left lying around the work area, d) all of above.

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- ___ 11. Operate a given machine only when, a) your supervisor is out of the room, b) told to do so by your supervisor, c) you see others operating the same type of machine, d) none of above.
- ___ 12. If you do not thoroughly understand an instruction, a) ask questions, b) go ahead as planned, c) do nothing, d) none of above.
- ___ 13. Before starting the machine, make sure that, a) your supervisor is out of the room, b) all safety guards are operative and in place, c) the motor has been oiled, d) all of above.
- ___ 14. When operating a drill press, a) hold material with your hands, b) secure the material with a clamp or a screw, c) do not secure material, d) none of above.
- ___ 15. When working with power tools, a) keep your mind on your job, b) never leave until the tools have completely stopped running, c) know what you are doing, d) all of above.
- ___ 16. Never leave a machine until, a) the switch is turned off, b) it has completely stopped running, c) you have cleaned it off, d) all of above.
- ___ 17. When cleaning, oiling, adjusting or repairing a machine, a) always make sure it has completely stopped, b) make sure the power switch is locked in an «off» position, c) replace the guards immediately after any repairs, d) all of above.
- ___ 18. Wear proper goggles, face shields, aprons and other personal protective equipment, a) only when your supervisor is in the room, b) on jobs which require them, c) only when made to do so, d) all of above.
- ___ 19. Before operating a machine, a) remove or tuck in your necktie, b) rollup your sleeves, c) remove rings, watches and other jewellery, d) all of above.
- ___ 20. When using a machine for a small or quick job, a) you do not need to put on protective equipment, b) you can rely on machine guards for adequate protection, c) none of above.
- ___ 21. When handling rough or heavy stock, a) wear gloves, b) wear safety shoes, c) wear heavy aprons, d) all of above.

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BEHAVIOUR

- ___ 23. Horseplay or practical jokes, a) are permissible at all times, b) should **only** be done when the supervisor is out of the room, c) can cause accidents and have no place in the shop or lab, d) none of above.
- ___ 24. Distracting your fellow worker's attention for a moment, a) can cause an accident, b) is permissible when the supervisor is out of the room, c) keeps him alert, d) all of above.

FIRST AID

- ___ 25. All cuts, scratches burns or punctures, a) can become infected, b) should be reported, c) should be treated immediately, d) all of above.
- ___ 26. If a foreign body becomes embedded in your eye, a) ask a fellow worker to remove it, b) report it to your supervisor, c) flush the eye with water, d) all of above.

CONTAINERS

- ___ 27. Acids or caustics should be poured from their containers with, a) a pouring rod, b) a strainer, c) none of above.
- ___ 28. Glass tubing should be inserted into rubber stoppers with, a) a handkerchief, b) a pencil, c) a cloth towel, d) none of above.
- ___ 29. Water should never be poured into a container of, a) sulphuric or nitric acid, b) alcohol, c) dyes, d) all of above.

LIFTING HEAVY OBJECTS

- ___ 30. If an object is too heavy or awkward to lift, a) get help, b) show your strength by lifting it alone, c) take a chance that you won't drop the load, d) none of above.
- ___ 31. When preparing to lift an object, a) place your feet close to the load to be lifted, properly spaced for balance, b) be sure your back is straight and as near vertical as possible, c) bend your knees, squat and grasp the object firmly, d) all of above.

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- ___ 32. When raising the load, lift by, a) straightening your legs, b) straightening your back, c) straightening your arms, d) all of above.
- ___ 33. To change directions while carrying an object, a) twist your trunk, b) change position of your feet, c) swing your arms, d) all of above.
- ___ 34. When piling materials, a) taper boxes and bags above four feet high in toward the centre of the pile, b) cross tie boxes and bags, c) block objects that might roll, d) all of above.
- ___ 35. When handling materials, be sure to, a) use available mechanical equipment, b) wear gloves and safety shoes, c) handle the materials in such a way that they will not strike someone, d) none of above.
- ___ 36. Before attempting to lift a load with a rope sling, be sure, a) to examine the sling, b) that all hooks, rings and other fittings are properly secured, c) the rope is strong enough for the job, d) all of above.

LADDERS

- ___ 37. Before climbing a ladder, make sure it, a) has secure footing, b) is extended to its full length, c) it is as straight or vertical as possible, d) all of above.
- ___ 38. When climbing a ladder, a) it is not necessary to use your hands, b) use both hands, c) use only one hand to hold on, d) none of above.
- ___ 39. When using a ladder, a) reach only within safe limits, b) stand on the top rung of the ladder, c) reach as far as you can to keep from moving the ladder, d) none of above.
- ___ 40. Ladders with damaged rails, steps or rungs should be, a) used, b) used only in an emergency, c) fixed or discarded, d) all of above.
- ___ 41. When using a stepladder, open it fully. Then, a) it is safe to climb, b) set both spreaders before climbing, c) set one of the spreaders before climbing, d) none of above.

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FIRE

- ___ 42. All fire hazards should be, a) reported to your supervisor, b) overlooked, c) reported to a fellow worker, d) all of above.
- ___ 43. Oil waste and rags should be, a) placed in a cardboard box, b) placed in a metal container, c) place in a wooden container, d) all of above.
- ___ 44. Fire doors, aisles, fire escapes and stairways should be, a) used as storage areas, b) blocked off, c) kept clear, d) none of above.
- ___ 45. As for fire extinguishers be sure to find out, a) how to operate the various types, b) which type to use on different types of fires, c) their location, d) all of above.

SAFETY ATTITUDES

- ___ 46. Injuries often happen to people who, a) take chances, b) commit unsafe acts, c) ignore safety, d) all of above.
- ___ 47. Accidents can be, a) increased, b) decreased, c) prevented, d) all of above.
- ___ 48. Safety rules are generally based on, a) the seriousness of the injuries, b) previous accidents, c) the activity involved, d) all of above.
- ___ 49. It pays to develop, a) safety consciousness, b) safe habits, c) safe attitudes, d) all of above.