

AAERT Certified Electronic Transcriber (CET) Practrice Exam (Sample)

Study Guide



Everything you need from our exam experts!

Copyright © 2025 by Examzify - A Kaluba Technologies Inc. product.

ALL RIGHTS RESERVED.

No part of this book may be reproduced or transferred in any form or by any means, graphic, electronic, or mechanical, including photocopying, recording, web distribution, taping, or by any information storage retrieval system, without the written permission of the author.

Notice: Examzify makes every reasonable effort to obtain from reliable sources accurate, complete, and timely information about this product.

SAMPLE

Questions

SAMPLE

- 1. Which term means "another self"?**
 - A. AD NAUSEAM**
 - B. ALTER EGO**
 - C. AD LITEM**
 - D. AD HOC**
- 2. Which term describes an incomplete exhibit that has received partial acceptance?**
 - A. Amended**
 - B. Rejected**
 - C. Emended**
 - D. Received in part**
- 3. Which term relates to the idea of initial evidence or assumption?**
 - A. Pro bono**
 - B. Prima facie**
 - C. Pro forma**
 - D. Post hac**
- 4. What are punitive damages intended for?**
 - A. To cover actual losses suffered by the plaintiff**
 - B. To reassess the fairness of a previous judgment**
 - C. To punish the defendant and deter future misconduct**
 - D. To provide legal fees for the plaintiff**
- 5. Which prefix means "many" or "multiple" in medical terminology?**
 - A. Retro-**
 - B. Phobia-**
 - C. Poly-**
 - D. Sarco-**

- 6. What does subject matter jurisdiction refer to?**
- A. The geographical area of the court**
 - B. The specific matters a court is authorized to hear**
 - C. The type of court available for a case**
 - D. The ability of a court to enforce its decisions**
- 7. What does the abbreviation "Q.V." stand for in legal settings?**
- A. Which was to be demonstrated**
 - B. Which see**
 - C. Things shown**
 - D. Extent of contractual liability**
- 8. The prefix "estro-" is associated with which of the following?**
- A. Male**
 - B. Female**
 - C. Child**
 - D. Adult**
- 9. What does "IDEM" mean in legal terms?**
- A. Same**
 - B. That is**
 - C. In the absence of**
 - D. From a crime**
- 10. What does the prefix 'post' refer to?**
- A. after**
 - B. beneath**
 - C. between**
 - D. within**

Answers

SAMPLE

1. B
2. D
3. B
4. C
5. C
6. B
7. B
8. B
9. A
10. A

SAMPLE

Explanations

SAMPLE

1. Which term means "another self"?

- A. AD NAUSEAM
- B. ALTER EGO**
- C. AD LITEM
- D. AD HOC

The term "ALTER EGO" translates to "another self" in Latin and is used to refer to a secondary personality or persona that can be distinct from someone's primary self. This concept is often employed in legal contexts, psychological discussions, and in literary analysis to denote a character or aspect of a person that represents an alternative personality or identity. In contrast, the other terms have different meanings: "AD NAUSEAM" refers to something that continues to the point of annoyance, "AD LITEM" relates to a representative appointed for legal proceedings on behalf of a person, and "AD HOC" pertains to something that is created for a specific purpose or situation. These distinctions highlight the unique usage of "ALTER EGO" in conveying the idea of a secondary self or alternate identity.

2. Which term describes an incomplete exhibit that has received partial acceptance?

- A. Amended
- B. Rejected
- C. Emended
- D. Received in part**

The term that best fits the description of an incomplete exhibit that has received partial acceptance is "received in part." This phrase indicates that while the exhibit has not been fully accepted or approved, certain portions or elements of it have been acknowledged or accepted. This condition is significant in legal and documentation contexts where exhibits may need to undergo review and approval processes, and it establishes that some information is deemed appropriate or valid, even if the entire submission is not. The other terms have different implications: "amended" refers to changes that have been made to a document or exhibit, "rejected" denotes that something has been completely denied without any acceptance, and "emended" involves the correction of errors in a text. Each of these carries a different meaning that does not align with the concept of partial acceptance.

3. Which term relates to the idea of initial evidence or assumption?

- A. Pro bono
- B. Prima facie**
- C. Pro forma
- D. Post hac

The correct term that relates to the idea of initial evidence or assumption is "prima facie." This term originates from Latin, meaning "at first face" or "on its face." In legal contexts, it is used to denote evidence that is sufficient to establish a fact unless disproven by further evidence. When something is established as prima facie, it means there is enough evidence to support an assumption or claim until evidence is presented to contradict it. This concept is fundamental in legal proceedings, as it creates a starting point for evaluation and further investigation. In contrast, the other terms do not convey the same notion. "Pro bono" refers to professional work undertaken voluntarily and without payment, often to benefit the public good. "Pro forma" describes something done as a formality, typically for compliance or procedural reasons without substantial value or effect. "Post hac" translates to "after this," generally used to indicate a cause-and-effect relationship in time, such as in the phrase "post hoc reasoning," which suggests one event causes another simply because it follows it.

4. What are punitive damages intended for?

- A. To cover actual losses suffered by the plaintiff
- B. To reassess the fairness of a previous judgment
- C. To punish the defendant and deter future misconduct**
- D. To provide legal fees for the plaintiff

Punitive damages are specifically designed to serve as a punishment for the defendant and to deter similar misconduct in the future. They go beyond merely compensating the plaintiff for actual losses and are awarded in cases where the defendant's actions are found to be particularly harmful, reckless, or intentional. By imposing these damages, the legal system aims not only to address the wrongdoing in the case at hand but also to send a message to others that such behavior will lead to serious consequences. This serves to help maintain societal standards and encourage individuals and businesses to act responsibly. Other options focus on different aspects of legal judgments. For instance, covering actual losses pertains to compensatory damages rather than punitive damages. Reassessing a previous judgment or providing legal fees relates to other legal processes and remedies, which do not align with the primary purpose of punitive damages. Thus, the answer aligns distinctly with the aim of punitive damages within the judicial system.

5. Which prefix means "many" or "multiple" in medical terminology?

- A. Retro-**
- B. Phobia-**
- C. Poly-**
- D. Sarco-**

The prefix that means "many" or "multiple" in medical terminology is "poly-." This prefix is derived from the Greek word "polus," which means "many" or "much." It is commonly used in various medical terms to describe conditions, quantities, or types that involve more than one item or a large number of something. For example, "polydipsia" refers to excessive thirst or fluid intake, which is a condition often associated with diabetes. Understanding the prefixes and their meanings is crucial in medical terminology, as it helps in deciphering complex terms and understanding the conditions they describe. While the other prefixes have distinct meanings, they do not convey the concept of "many" or "multiple." For instance, "retro-" refers to something that is backward or behind, "phobia-" denotes an irrational fear, and "sarco-" relates to flesh. Recognizing prefix meanings allows for better comprehension of medical vocabulary and enhances communication within the healthcare field.

6. What does subject matter jurisdiction refer to?

- A. The geographical area of the court**
- B. The specific matters a court is authorized to hear**
- C. The type of court available for a case**
- D. The ability of a court to enforce its decisions**

Subject matter jurisdiction refers to the specific matters a court is authorized to hear. In other words, it defines the scope of issues that a court has the legal authority to adjudicate. Different courts have different levels of jurisdiction depending on the case type, including civil, criminal, probate, family, or traffic matters. Understanding subject matter jurisdiction is crucial for determining whether a case can be brought before a particular court. For instance, a family court has jurisdiction over family law matters such as divorce and child custody. If a case falls outside the scope of the court's jurisdiction, it cannot be heard, and the court would lack the authority to make any decisions regarding that case. This concept helps ensure that cases are handled by the appropriate judicial bodies that specialize in particular types of law. Other options focus on different aspects of legal jurisdiction but do not accurately define subject matter jurisdiction. For example, geographical area pertains to where a court's authority applies, rather than the type of issues it can address. Similarly, the type of court indicates the level of authority or the court structure, while the ability to enforce decisions relates to the court's power after a judgment has been made, rather than the initial authority to hear specific matters.

7. What does the abbreviation "Q.V." stand for in legal settings?

- A. Which was to be demonstrated**
- B. Which see**
- C. Things shown**
- D. Extent of contractual liability**

In legal contexts, the abbreviation "Q.V." stands for "Quod vide," which translates to "which see" in English. This term is often used in legal writing and documentation to direct readers to additional information or references related to a topic. When a legal document uses "Q.V.," it indicates that there is further material or evidence that the reader should consider for a complete understanding of the matter at hand. This practice enhances clarity and provides a path for deeper research into relevant legal precedents or statutes. Other options provided, while they may hold relevance in different contexts, do not align with the standard usage of "Q.V." in legal documentation. Thus, identifying "which see" as the meaning of "Q.V." is essential for anyone engaging with legal texts and seeking to navigate them effectively.

8. The prefix "estro-" is associated with which of the following?

- A. Male**
- B. Female**
- C. Child**
- D. Adult**

The prefix "estro-" is derived from the Greek word "estrus," which refers to the period of sexual receptivity in female mammals, commonly associated with the estrous cycle. This prefix is often used in biological and medical terms related to female reproductive functions and hormones, such as "estrogen," which is a primary female sex hormone responsible for the regulation of the reproductive system and secondary sexual characteristics in females. In contrast, the other options relate to different demographics or characteristics. For example, "male" pertains to the male gender, "child" refers to a young human, and "adult" signifies a fully developed individual, neither of which are directly associated with the prefix "estro-." Understanding the contextual use of prefixes in medical and biological terminology helps clarify their specific connections to gender or demographics.

9. What does "IDEM" mean in legal terms?

- A. Same**
- B. That is**
- C. In the absence of**
- D. From a crime**

In legal terminology, "IDEM" is derived from Latin and translates to "the same." This term is often used in legal documents and discussions to refer to a previously mentioned subject, concept, or item that is identical to what has already been discussed. Its application in legal contexts serves to avoid redundancy and clarify that the same matter is being referenced again, thus streamlining communication and ensuring that the intended meaning is clear and unambiguous. Understanding the specific meaning of "IDEM" is crucial in legal writing and interpretation, as it helps in establishing consistency and precision in the discussion of legal principles or cases. The other meanings offered in the choices do not accurately reflect the definition of "IDEM," which reinforces the importance of knowing the exact legal terminology in professional practice.

10. What does the prefix 'post' refer to?

- A. after**
- B. beneath**
- C. between**
- D. within**

The prefix 'post' is derived from Latin, meaning "after" or "behind." It indicates that something occurs after a certain point in time or following an event. For example, in words like "postwar" or "postpone," the prefix conveys that the mentioned concept or action takes place after a specific time frame. This understanding is essential in various contexts such as scheduling, historical reference, and project timelines, where the timing of events is crucial. The other choices, while representing different prepositional concepts, do not capture the meaning of 'post' and thereby fail to align with its definition.