

IPPSA Release 3 (R3) Check on Learning Practcie Test (Sample)

Study Guide



Everything you need from our exam experts!

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. After entering the Employee ID and selecting a different field, what populates?**
 - A. The name of the employee and DOD ID number**
 - B. The employee's email address**
 - C. The employee's phone number**
 - D. The employee's rank or grade**

- 2. Comments and Attachments are required for a cancellation.**
 - A. True**
 - B. False**
 - C. Only Attachments Are Required**
 - D. Only Comments Are Required**

- 3. Which data field is found on the Awards Eligibility Roster?**
 - A. Empl ID**
 - B. Department**
 - C. Email**
 - D. Phone Number**

- 4. Which statement about the relationship between Person Profiles and Search/Match is true?**
 - A. Changes to Person Profiles have no effect on Search/Match**
 - B. Changes to Person Profiles impact Search/Match capability**
 - C. Search/Match is independent of Person Profiles**
 - D. Person Profiles do not affect Search/Match**

- 5. Which Readiness and Manning Report tab displays the Member's administrative and medical statuses, determining deployability?**
 - A. Readiness Vacancy**
 - B. Readiness and Manning Report**
 - C. Deployability Status**
 - D. Medical Administration**

- 6. Which option is NOT one of the three required details for submitting a Mass Update Field Duty request?**
- A. Date Field Duty is to begin**
 - B. Date Field Duty will end**
 - C. Field Duty location**
 - D. Field Duty identifier**
- 7. Which field may be used to search for a Member's automatic reduction order independent of any other criteria?**
- A. Empl ID**
 - B. Order Number**
 - C. Demotion Date**
 - D. Reduction Type**
- 8. Which fields assist in searching for the Field Duty Location?**
- A. Field Value**
 - B. Additional Details**
 - C. Both Field Value and Additional Details**
 - D. Location Name**
- 9. A customized homepage can be set as a default page for the HRAR.**
- A. True**
 - B. False**
 - C. Not Supported**
 - D. Requires Administrator**
- 10. What is the primary purpose of a dashboard in this context?**
- A. To pull multiple ad hoc items into a single area**
 - B. To store historical records indefinitely**
 - C. To generate financial reports**
 - D. To replace operational systems**

Answers

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

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Explanations

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1. After entering the Employee ID and selecting a different field, what populates?

- A. The name of the employee and DOD ID number**
- B. The employee's email address**
- C. The employee's phone number**
- D. The employee's rank or grade**

When you enter the Employee ID, the system uses that ID to look up the employee's record. As soon as you move to another field, it pulls in the identifying details tied to that ID: the employee's name and DOD ID number. These two pieces serve as the core identifiers and are automatically populated to confirm you're working with the right person and to save you from manual entry. Other details like email, phone, or rank may be part of the profile but aren't guaranteed to fill automatically just by selecting a different field.

2. Comments and Attachments are required for a cancellation.

- A. True**
- B. False**
- C. Only Attachments Are Required**
- D. Only Comments Are Required**

The requirement for cancellation typically hinges on providing a justification, with attachments being optional or conditional rather than universally mandatory. In many processes, you must enter a reason for the cancellation in comments, but you don't always have to attach supporting documents. There are scenarios where attachments are required (for example, to verify a refund or to supply evidence), but there are also many where no attachments are needed. Because both comments and attachments are not always required together, the statement that they are both required is not universally true. That's why the best answer is that this statement is false.

3. Which data field is found on the Awards Eligibility Roster?

- A. Empl ID**
- B. Department**
- C. Email**
- D. Phone Number**

The most important thing the roster needs is a stable, unique key that reliably identifies each person across systems. Empl ID serves as that unique employee identifier, so you can consistently match someone to their eligibility status, payroll, and benefits records even if their job title, department, or contact details change. Department can move with transfers, and Email or Phone Number can change or be shared, so they're not dependable anchors for tracking eligibility. Using Empl ID avoids misidentification and ensures you're reviewing the right person for awards. That's why the data field found on the Awards Eligibility Roster is the Empl ID.

4. Which statement about the relationship between Person Profiles and Search/Match is true?
- A. Changes to Person Profiles have no effect on Search/Match
 - B. Changes to Person Profiles impact Search/Match capability**
 - C. Search/Match is independent of Person Profiles
 - D. Person Profiles do not affect Search/Match

The relationship being tested is how the data in Person Profiles feeds into the Search/Match process. Search/Match uses the attributes stored in Person Profiles—like interests, skills, location, and preferences—to determine compatibility and order results. When a profile is updated, the criteria the matching algorithm uses changes, which can alter which profiles pass the filters, how they are ranked, or even whether they appear at all. That's why changes to Person Profiles impact Search/Match capability. Statements that claim there's no effect or independence don't fit because the matching system is driven by the current data in profiles. For instance, adding a new skill or updating availability can bring different matches into consideration.

5. Which Readiness and Manning Report tab displays the Member's administrative and medical statuses, determining deployability?
- A. Readiness Vacancy**
 - B. Readiness and Manning Report
 - C. Deployability Status
 - D. Medical Administration

Deployability depends on both administrative and medical readiness. The Readiness Vacancy tab is the one that brings together a member's administrative flags (documentation, holds, eligibility issues) and their medical status, so you can see at a glance whether they are deployable. It surfaces any outstanding actions or waivers that affect deployability, all in one place. Other tabs focus on different aspects: some show unit-wide readiness or vacancies, some concentrate on medical administration actions, or provide a general deployability indicator without detailing the individual's admin and medical statuses. The Readiness Vacancy tab uniquely centralizes the individual's admin and medical readiness to determine deployability.

6. Which option is NOT one of the three required details for submitting a Mass Update Field Duty request?
- A. Date Field Duty is to begin
 - B. Date Field Duty will end
 - C. Field Duty location
 - D. Field Duty identifier**

The main idea is understanding what information is needed to submit a Mass Update Field Duty request. To define the update, you must specify when it starts, when it ends, and where it applies—the start date, end date, and the Field Duty location. These details set the scope of the mass update in time and space. The Field Duty identifier isn't required for submission; it's typically used for internal tracking or referencing a specific duty entry, not to define the mass update itself. So, the detail that is not one of the required details is the Field Duty identifier.

7. Which field may be used to search for a Member's automatic reduction order independent of any other criteria?

- A. Empl ID**
- B. Order Number**
- C. Demotion Date**
- D. Reduction Type**

Using a unique identifier to locate a specific order is what this item is testing. When you need to find a member's automatic reduction order without layering on other criteria, you want a field that points to exactly one record. The order number serves as that unique key, so entering it brings up the single, exact reduction order you're after, no matter which member or other details are involved. Other fields describe attributes of the order or the member—employee ID ties to a person, demotion date could appear on multiple orders, and reduction type describes the kind of change—but none of these alone guarantee retrieving one precise order. The order number does, which is why it's the best field for an independent search.

8. Which fields assist in searching for the Field Duty Location?

- A. Field Value**
- B. Additional Details**
- C. Both Field Value and Additional Details**
- D. Location Name**

When searching for the Field Duty Location, you get the best results by using both the exact value stored in the field and any extra details that describe it. The Field Value pinpoints the core identifier you're after, while Additional Details adds context like codes, synonyms, or related attributes that can help distinguish similar locations. Relying on a single input can miss matches if names vary or records share common terms, but combining both inputs increases accuracy and helps you find the intended location even when one piece of data is incomplete or ambiguous. Location Name alone may not capture all the ways a location is stored or referenced, so using both fields together is the most effective approach.

9. A customized homepage can be set as a default page for the HRAR.

A. True

B. False

C. Not Supported

D. Requires Administrator

The main idea here is that you can control what you land on when you open HRAR by setting a customized homepage as the default. In HRAR, you can tailor the homepage to show the dashboards, widgets, and shortcuts you use most, and designate that page as your default so it automatically loads when you sign in. This makes the starting view personalized and ready for your workflow, without needing to navigate from a generic home screen each time. This usually happens through your user preferences or startup settings, and while some environments may require the appropriate permissions, it isn't restricted to administrators alone. The other options don't fit because the feature exists and the default can be set, not something that's merely unsupported or strictly admin-only.

10. What is the primary purpose of a dashboard in this context?

A. To pull multiple ad hoc items into a single area

B. To store historical records indefinitely

C. To generate financial reports

D. To replace operational systems

Dashboards are designed to provide a single, at-a-glance view by pulling together data and items from multiple sources so you can monitor status and act quickly. In this context, the primary purpose is to pull multiple ad hoc items into one area, giving you a centralized place to see what's happening without switching between tools. This supports fast prioritization and quick decision-making. Storing historical records indefinitely is about archiving data, not the dashboard's main function. Generating financial reports is a reporting task, which dashboards may support but isn't their core purpose. Replacing operational systems isn't accurate—the dashboard complements systems by visualizing and coordinating data, not replacing them.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://ippsar3checkonlearning.examzify.com>

We wish you the very best on your exam journey. You've got this!

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