

# MEMORANDUM OF INSTRUCTION (MOI) FOR THE ARMY BOARD PRACTICE TEST (SAMPLE) STUDY GUIDE



## SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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<https://moiarmyboard.examzify.com>



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# Table of Contents

|                             |    |
|-----------------------------|----|
| Copyright .....             | 1  |
| Table of Contents .....     | 2  |
| Introduction .....          | 3  |
| How to Use This Guide ..... | 4  |
| Questions .....             | 5  |
| Answers .....               | 8  |
| Explanations .....          | 10 |
| Next Steps .....            | 15 |

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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. What could be a consequence of not reviewing an MOI regularly?**
  - A. Decreased funding for the program
  - B. Potential misalignment with current operational requirements
  - C. Increased interest from allied forces
  - D. Enhanced clarity of the MOI's message
- 2. What is the acronym for Intelligence, Surveillance, and Reconnaissance?**
  - A. ISR
  - B. ISRQ
  - C. ISV
  - D. RISC
- 3. What component does 'trigger squeeze' impact in marksmanship?**
  - A. Breath control
  - B. Accuracy of the shot
  - C. Weapon stability
  - D. Environmental factors
- 4. What does the contact information in an MOI facilitate?**
  - A. Direct access to other documents
  - B. Queries and clarifications about the MOI
  - C. Networking opportunities only
  - D. Social introductions
- 5. What does the evaluation criteria in an MOI help to achieve?**
  - A. Subjective assessments
  - B. Reliable and objective assessment of performance
  - C. Informal feedback
  - D. Vague performance standards
- 6. What should be avoided when preparing the language of an MOI?**
  - A. Technical language that all participants understand
  - B. Ambiguous terms that can cause confusion
  - C. Clear and direct instructions
  - D. Concise formatting and headlines

**7. What is the first general order?**

- A. I will guard everything within the limits of my post and quit my post only when properly relieved
- B. I will maintain my weapon in a state of readiness
- C. I will report all violations of orders I am instructed to enforce
- D. I will not leave my post until properly relieved

**8. What should the conclusion of an MOI emphasize?**

- A. Complex instructions for future tasks
- B. Key points and adherence to provided instructions
- C. Administrative updates and team changes
- D. Detailed analysis of the task outcomes

**9. What does an MOI typically include regarding timelines?**

- A. Only significant deadlines.
- B. Comprehensive timelines for all tasks and events.
- C. General estimates without specifics.
- D. Timelines for future plans only.

**10. What are the years of US involvement in World War II?**

- A. 1940-1944
- B. 1941-1945
- C. 1941-1946
- D. 1942-1946

## **Answers**

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

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## **Explanations**

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## 1. What could be a consequence of not reviewing an MOI regularly?

- A. Decreased funding for the program
- B. Potential misalignment with current operational requirements**
- C. Increased interest from allied forces
- D. Enhanced clarity of the MOI's message

Regularly reviewing a Memorandum of Instruction (MOI) is vital to ensure that it remains relevant and effective in meeting current operational requirements. If the MOI is not reviewed regularly, there is a risk that it may become outdated or misaligned with the evolving goals, standards, and circumstances of military operations. This misalignment could lead to confusion, inefficiency, or the inability to implement necessary changes in a timely manner, thereby hindering mission success and operational effectiveness. Furthermore, as military strategies and operational environments are constantly changing, neglecting to update the MOI can result in a failure to address new challenges or integrate new procedures that could enhance productivity and performance. Consequently, failing to conduct regular reviews may compromise the effectiveness of the guidance provided in the MOI, ultimately impacting the units that rely on it for direction and instruction.

## 2. What is the acronym for Intelligence, Surveillance, and Reconnaissance?

- A. ISR**
- B. ISRQ
- C. ISV
- D. RISC

The acronym for Intelligence, Surveillance, and Reconnaissance is "ISR." This term is widely used within military and intelligence communities to refer to the collection and analysis of information regarding an adversary's capabilities, intentions, and activities. Each term in the acronym represents a critical component of military operations: "Intelligence" involves the gathering and processing of information to inform decision-making; "Surveillance" refers to the continuous observation of a particular area or target; and "Reconnaissance" is the exploration to gather information about enemy forces or features of the environment. The use of this acronym streamlines communication and allows for a more efficient exchange of complex concepts related to military operations. Other options presented do not align with the standard terminology used in military contexts.

## 3. What component does 'trigger squeeze' impact in marksmanship?

- A. Breath control
- B. Accuracy of the shot**
- C. Weapon stability
- D. Environmental factors

The 'trigger squeeze' is a crucial aspect of marksmanship that directly affects the accuracy of the shot. This process involves the controlled and deliberate application of pressure on the trigger, which minimizes any movement or disturbance of the firearm at the moment of firing. Proper trigger squeeze ensures that the shot is released smoothly without disturbing the sight alignment and point of aim. When executed correctly, it leads to improved shot placement, making it a vital skill for achieving accuracy in shooting. The other components listed relate to supporting aspects of shooting, but they do not directly affect the immediate outcome of a shot like trigger squeeze. Breath control, while important for stability and focus, is more about managing physiological factors rather than impacting the accuracy directly. Weapon stability involves the overall steadiness of the firearm, which can influence accuracy but is not the primary function of the trigger squeeze itself. Environmental factors include external conditions such as wind and lighting, which can affect shooting conditions but do not pertain to the mechanics of squeezing the trigger.

#### 4. What does the contact information in an MOI facilitate?

- A. Direct access to other documents
- B. Queries and clarifications about the MOI**
- C. Networking opportunities only
- D. Social introductions

The contact information included in a Memorandum of Instruction (MOI) primarily facilitates queries and clarifications about the MOI. It ensures that individuals have a direct line of communication to the point of contact for any questions or clarification they may need regarding the instructions, procedures, or any other aspect related to the MOI content. This is crucial in ensuring that recipients can seek further information and understanding, which enhances the effectiveness of the MOI in achieving its intended purpose. While networking opportunities and social introductions can be ancillary benefits of providing contact details, the main function of the contact information in this context is to provide a channel for addressing inquiries and ensuring clarity on the instructions provided in the MOI. Having a designated contact helps streamline communication and fosters a more effective exchange of information regarding the MOI's content and implementation.

#### 5. What does the evaluation criteria in an MOI help to achieve?

- A. Subjective assessments
- B. Reliable and objective assessment of performance**
- C. Informal feedback
- D. Vague performance standards

The evaluation criteria in a Memorandum of Instruction (MOI) are designed to ensure a reliable and objective assessment of performance. By establishing clear and specific guidelines, these criteria provide a structured framework that evaluators can use to assess an individual or group's performance consistently. This objectivity is crucial for maintaining fairness and integrity in evaluations, as it minimizes personal bias and ensures that all participants are judged against the same standards. Reliable assessments help in identifying strengths and weaknesses accurately, which can inform decisions about promotions, assignments, and other personnel actions. The use of defined criteria enhances the credibility of the evaluation process, allowing for transparent feedback that can be easily communicated to those being assessed. In contrast, other choices would not support the goals of the evaluation process as effectively. Subjective assessments can lead to inconsistent evaluations and bias, while informal feedback lacks the structure necessary for effective assessment. Vague performance standards create uncertainty and can lead to misunderstandings regarding expectations and results, undermining the integrity of the evaluation process.

#### 6. What should be avoided when preparing the language of an MOI?

- A. Technical language that all participants understand
- B. Ambiguous terms that can cause confusion**
- C. Clear and direct instructions
- D. Concise formatting and headlines

When preparing the language of a Memorandum of Instruction (MOI), it is essential to avoid ambiguous terms that can cause confusion. Clarity is fundamental in military communications, as it ensures that all recipients understand the instructions and expectations without misinterpretation. When ambiguous language is used, it can lead to misunderstandings about duties, timelines, or specific responsibilities, which may hinder the effectiveness of the operations or tasks outlined in the MOI. In contrast, technical language that all participants understand, clear and direct instructions, and concise formatting with headlines are beneficial for ensuring that the MOI is effective. These elements contribute to straightforward communication, making it easier for readers to grasp and execute the information provided. Clarity and precision in language enhance the overall effectiveness of the MOI, which is crucial in military environments where clear directives are paramount.

## 7. What is the first general order?

- A. I will guard everything within the limits of my post and quit my post only when properly relieved
- B. I will maintain my weapon in a state of readiness
- C. I will report all violations of orders I am instructed to enforce
- D. I will not leave my post until properly relieved

*The first general order is centered around the responsibility of a sentinel or guard in the Army. It emphasizes the importance of guarding everything within the limits of one's post, which establishes a foundational duty for any service member assigned to a security or watch duty. This order highlights the duty to remain vigilant and proactive in protecting the assigned area, ensuring that all persons and property are secure. The necessity of quitting the post only when properly relieved indicates the importance of continuity in security and accountability. This principle is crucial for maintaining the integrity of the duty and ensuring that there is no lapse in security that could lead to potential threats or compromises. The other responses address various responsibilities related to security and conduct but do not emphasize the foundational aspect of guarding one's post as effectively as the chosen answer. Certain responsibilities like maintaining a weapon in readiness and reporting violations are certainly important, but they serve as supplementary duties rather than the primary obligation established in the first general order.*

## 8. What should the conclusion of an MOI emphasize?

- A. Complex instructions for future tasks
- B. Key points and adherence to provided instructions
- C. Administrative updates and team changes
- D. Detailed analysis of the task outcomes

*The conclusion of a Memorandum of Instruction (MOI) should emphasize key points and adherence to the provided instructions to ensure clarity and compliance among the recipients. It serves to reinforce the most critical aspects of the directive outlined in the MOI, summarizing essential information that recipients need to keep in mind as they move forward. This focus is essential for promoting understanding and ensuring that instructions are followed correctly, thereby reducing the likelihood of errors and miscommunication. By highlighting key points, the conclusion ensures that recipients are aware of their responsibilities and the expectations set forth in the memorandum. It acts as a final reminder of priorities, which is crucial in a military context where adherence to orders and precision in execution can significantly impact effectiveness and operational success.*

## 9. What does an MOI typically include regarding timelines?

- A. Only significant deadlines.
- B. Comprehensive timelines for all tasks and events.
- C. General estimates without specifics.
- D. Timelines for future plans only.

*An MOI typically includes comprehensive timelines for all tasks and events to ensure clarity and accountability in planning and execution. This extensive detailing allows all involved parties to understand the sequence of events, deadlines, and milestones that need to be adhered to, thereby fostering efficient coordination and organization. Providing a complete overview of timelines helps to align expectations and allows for better preparation and resource allocation. This level of detail is essential for tracking progress, managing tasks effectively, and ensuring that everyone is on the same page regarding project completion. Each phase of the operation or task can be monitored against these timelines, allowing for timely adjustments if necessary.*

**10. What are the years of US involvement in World War II?**

- A. 1940-1944
- B. 1941-1945
- C. 1941-1946
- D. 1942-1946

*The correct time frame for U.S. involvement in World War II is from 1941 to 1945. This period started following the Japanese attack on Pearl Harbor on December 7, 1941, which propelled the United States into the conflict. The official end of U.S. involvement came with Japan's surrender on September 2, 1945, marking the conclusion of the war. Understanding this timeline is essential because it reflects the critical moments that shaped the U.S. military and political strategies during the war and directly ties into the broader narrative of global events. It's important to recognize that while the U.S. had economic and military preparations in place prior to 1941, full-fledged engagement in the war did not commence until that pivotal moment.*

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## 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](mailto:hello@examzify.com).

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

<https://moiarmyboard.examzify.com>

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

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