

PROFESSIONAL MILITARY KNOWLEDGE ELIGIBILITY EXAM (PMK-EE) E4 CAREER INFORMATION PRACTICE EXAM (SAMPLE)

STUDY GUIDE



Prepare with structure. Pass with confidence



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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. How is the Navy structured in terms of ranks?

- A. The structure is divided into enlisted ranks, warrant officers, and commissioned officers.
- B. The structure includes officers, senior enlisted, and junior enlisted members.
- C. The hierarchy is based solely on operational specialties.
- D. The organization is primarily focused on non-commissioned officers and their roles.

2. What is one way the Navy ensures safety among its personnel?

- A. By requiring all personnel to wear uniforms
- B. By holding regular safety drills
- C. By allowing any personnel to decide safety protocols
- D. By enforcing rank-based safety roles

3. In the Electronic Service Record, what form is used to document disciplinary actions?

- A. 1070/613
- B. 1070/607
- C. 1070/881
- D. 1070/880

4. Which of the following is a key component of military decorum?

- A. Freedom to express personal opinions
- B. Respectful behavior toward others
- C. Promotion of individualism
- D. Lax adherence to regulations

5. What form is used to submit a name change?

- A. DD Form 214
- B. DD Form 1343
- C. DD Form 1300
- D. DD Form 149

- 6. From whom should profile sheets for advancement exams be acquired?**
- A. Commanding Officer
 - B. Education Services Officer
 - C. Career Counselor
 - D. Chief Petty Officer
- 7. What does a performance evaluation trait grade of 4.0 indicate?**
- A. Below Navy standards
 - B. Meets Navy standards
 - C. Exceeds Navy standards
 - D. Outstanding performance
- 8. What does the term "diversity" refer to in the Navy context?**
- A. The variety of ranks within the Navy
 - B. The inclusion of different backgrounds and perspectives
 - C. The range of operational capabilities of the Navy
 - D. The differences in naval vessels and equipment
- 9. What two NAVPERS forms are generated from the Electronic Service Record during the closeout process for submission to the Official Military Personnel File?**
- A. 1070/880 and 1070/881
 - B. 1070/613 and 1070/607
 - C. 1070/901 and 1070/902
 - D. 1070/882 and 1070/883
- 10. What is the purpose of the electronic service record NAVPERS 1070/602?**
- A. To record training history
 - B. To document emergency contact details
 - C. To outline performance evaluations
 - D. To maintain emergency data

Answers

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

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Explanations

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1. How is the Navy structured in terms of ranks?

- A. The structure is divided into enlisted ranks, warrant officers, and commissioned officers.**
- B. The structure includes officers, senior enlisted, and junior enlisted members.
- C. The hierarchy is based solely on operational specialties.
- D. The organization is primarily focused on non-commissioned officers and their roles.

The Navy's rank structure is indeed organized into three distinct categories: enlisted ranks, warrant officers, and commissioned officers. This structure reflects the different levels of responsibility, authority, and leadership within the service. Enlisted ranks consist of personnel who have completed basic training and may receive further training in specific occupational specialties. Warrant officers are a category of officer who specialize in technical skills and leadership, bridging the gap between enlisted personnel and commissioned officers. Commissioned officers are typically responsible for leadership roles, strategic decision-making, and overall command of operations in various contexts. This organized structure allows for clear hierarchies and responsibilities, ensuring that each level of personnel understands their duties and how they contribute to the overall mission of the Navy. Other options may highlight aspects of Navy organization, but they do not capture the full scope of the rank structure as comprehensively as the correct answer does.

2. What is one way the Navy ensures safety among its personnel?

- A. By requiring all personnel to wear uniforms
- B. By holding regular safety drills**
- C. By allowing any personnel to decide safety protocols
- D. By enforcing rank-based safety roles

The Navy ensures safety among its personnel primarily through the practice of holding regular safety drills. These drills are essential for preparedness, ensuring that personnel are familiar with emergency procedures and know how to respond effectively in case of various scenarios such as firefighting, man overboard, or chemical spills. Conducting these drills helps promote a culture of safety and equips personnel with the necessary skills to protect themselves and their shipmates. The ongoing training and exercises reinforce the importance of safety protocols and prepare the crew to act quickly and decisively when real emergencies occur. Implementing this proactive approach helps minimize risks and enhances overall operational readiness, making it a fundamental aspect of the Navy's safety measures.

3. In the Electronic Service Record, what form is used to document disciplinary actions?

- A. 1070/613
- B. 1070/607**
- C. 1070/881
- D. 1070/880

The form used to document disciplinary actions in the Electronic Service Record is the 1070/607. This form specifically captures records related to administrative actions involving members, such as disciplinary proceedings, adverse actions, and non-judicial punishments. By using this form, the military ensures that there is a standardized method of recording and maintaining these critical documents as part of a service member's official record. This helps in promoting accountability and transparency regarding a member's conduct, and it allows for proper processing and review of disciplinary measures taken.

4. Which of the following is a key component of military decorum?

- A. Freedom to express personal opinions
- B. Respectful behavior toward others**
- C. Promotion of individualism
- D. Lax adherence to regulations

In the context of military decorum, respectful behavior toward others is essential because it fosters a culture of professionalism and camaraderie within the ranks. This respect is crucial in maintaining unit cohesion, ensuring effective communication, and upholding the standards that govern military conduct. Military environments often emphasize hierarchy and teamwork, meaning that treating fellow service members with dignity and courtesy is vital for operational effectiveness and morale. While the freedom to express personal opinions is important in many contexts, the military prioritizes collective missions and shared goals, requiring that personal beliefs be expressed in a manner that does not undermine unit cohesion. The promotion of individualism might conflict with the collective nature of military service, where unity and teamwork are paramount. Lastly, lax adherence to regulations contradicts the discipline and order that military decorum demands, as regulations are in place to ensure safety, effectiveness, and accountability.

5. What form is used to submit a name change?

- A. DD Form 214
- B. DD Form 1343**
- C. DD Form 1300
- D. DD Form 149

The correct form used to submit a name change is the DD Form 149, which is the application for the correction of military records. This form is specifically designed for individuals to request changes to their military records, including name changes due to personal reasons, marriage, divorce, or other legal matters. Filling out the DD Form 149 allows service members and veterans to initiate the official process for ensuring that their military records accurately reflect their current name. This is crucial for maintaining the integrity of their service record and ensuring proper identification in military and veteran services. The other forms listed serve different purposes. For instance, the DD Form 214 is used for reporting discharge from active duty, the DD Form 1343 deals with a notification of error or irregularity in pay, and the DD Form 1300 is typically used for casualty reporting. Thus, they do not apply to the name change process.

6. From whom should profile sheets for advancement exams be acquired?

- A. Commanding Officer
- B. Education Services Officer**
- C. Career Counselor
- D. Chief Petty Officer

The profile sheets for advancement exams should be acquired from the Education Services Officer (ESO) because this individual is responsible for managing education and training programs within a command. The ESO is specifically tasked with overseeing the advancement process, ensuring that sailors have the proper resources and information needed to prepare for their exams. This includes providing access to profile sheets, which contain important information about a sailor's qualifications and readiness for advancement. The Education Services Officer plays a crucial role in supporting personnel development and helps to ensure that all candidates meet the necessary criteria for progression in their careers. By having the ESO as the source for these documents, sailors can be confident they are receiving accurate and up-to-date information that relates directly to their advancement opportunities.

7. What does a performance evaluation trait grade of 4.0 indicate?

- A. Below Navy standards
- B. Meets Navy standards
- C. Exceeds Navy standards**
- D. Outstanding performance

A performance evaluation trait grade of 4.0 indicates that an individual exceeds Navy standards. In the Navy's evaluation system, trait grades are measured on a scale, typically from 1.0 to 5.0, with higher grades reflecting superior performance. A score of 4.0 suggests that the service member not only meets the expectations of their role but does so with a level of performance that is commendable and demonstrates a notable degree of initiative, competence, and a commitment to duty. This grade reflects that the individual consistently provides results above the standard requirements, making them a valuable asset to their command and the Navy as a whole.

8. What does the term "diversity" refer to in the Navy context?

- A. The variety of ranks within the Navy
- B. The inclusion of different backgrounds and perspectives**
- C. The range of operational capabilities of the Navy
- D. The differences in naval vessels and equipment

In the context of the Navy, the term "diversity" refers to the inclusion of different backgrounds and perspectives. This encompasses a wide range of attributes such as ethnicity, gender, sexual orientation, age, and disability, among others. Emphasizing diversity is essential for building a cohesive and effective naval force, as it allows for a variety of viewpoints and experiences, which can lead to more innovative problem-solving and decision-making. A diverse workforce reflects the society that the Navy serves, enhancing its ability to engage with diverse communities effectively and build stronger relationships. This understanding of diversity supports mission readiness and operational effectiveness by fostering an environment where all personnel feel valued and included, encouraging collaboration and teamwork across different groups. It also aligns with the Navy's commitment to promoting equal opportunity and preventing discrimination, thereby cultivating a culture of respect and empowerment among its members.

9. What two NAVPERS forms are generated from the Electronic Service Record during the closeout process for submission to the Official Military Personnel File?

- A. 1070/880 and 1070/881**
- B. 1070/613 and 1070/607
- C. 1070/901 and 1070/902
- D. 1070/882 and 1070/883

The correct answer is based on the specific NAVPERS forms relevant to the closeout process of an Electronic Service Record (ESR). During this closeout process, it is essential to ensure that accurate records of a service member's career are appropriately documented for submission to the Official Military Personnel File (OMPF). In this context, NAVPERS 1070/880 serves as the "Officer Qualification Record," which includes vital information about a service member's qualifications and career history. The NAVPERS 1070/881, known as the "Performance Summary," contains an overview of the service member's performance and evaluations over their active duty period. These forms are critical in maintaining a comprehensive and accurate record of a service member's military career, which is why they are generated from the ESR during the closeout process. The other options presented do not align with the forms specifically used in this context. Therefore, the selection of NAVPERS 1070/880 and 1070/881 accurately reflects those forms that are indeed generated and submitted during the closeout process, emphasizing their importance to the integrity of military personnel records.

10. What is the purpose of the electronic service record NAVPERS 1070/602?

- A. To record training history
- B. To document emergency contact details
- C. To outline performance evaluations
- D. To maintain emergency data**

The electronic service record NAVPERS 1070/602 serves the primary purpose of maintaining emergency data, which is crucial for ensuring that the Navy has accurate and up-to-date information in case of an emergency involving a service member. This record typically includes details such as the names and contact information of individuals who should be contacted in the event of an emergency, who the member wishes to be informed if they are incapacitated or injured, and other relevant information that helps facilitate immediate action when necessary. This information is vital not only for the service member's peace of mind but also for the operational readiness of the Navy. Should an emergency arise, having quick access to this information allows commanding officers and medical personnel to reach out to designated individuals without delay. The prompt communication can be critical in situations requiring urgent responses, such as injuries while deployed or other critical incidents. In contrast, while training history, performance evaluations, and emergency contact details are essential aspects of a service member's overall record, they are maintained in other forms or sections of personnel files rather than the NAVPERS 1070/602. Understanding the specific function of this form helps to clarify its role in the overarching personnel management system within the Navy.

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://pmkee-e4-careerinformation.examzify.com>

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

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