

FGIS Official License Program Overview



Introduction

- ❑ The purpose for the development of the FOL program is to automate the current license procedure. This move will provide customers with web-based access to all license procedures.
- ❑ All procedures will be conducted through the FOL computer program. This will result in the ability to provide highly accurate, uniform and consistent results with less man-hours spent.
- ❑ The FOL program was developed only to enable the automation of all license-related activities.



Objectives

- This course will give you an overview of the FGIS Official Licensing (FOL) program that pertains to the Authorized personnel.
- It will lead you through the different areas of the program and will identify the various tabs and toggles used within the program.

<https://fgiss.gipsa.usda.gov>

Use the above URL to access the training site of the FGIS Official License program. This training site is called the Staging Environment.

Staging Server Menu

- The Staging Server is only used for training.
- Any information entered may be deleted or changed at any time.
- FGIS Official Service Provider Licensing (FOL)* is selected to access the FOL site.

The screenshot shows the USDA Staging Server interface. At the top left is the USDA logo with the text "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration". To the right is the word "Staging" in a large, orange, italicized font. Below the header is a navigation bar with links for "Home", "About GIPSA", "Help", "Contact Us", and "Login". A search bar is located on the left side of the main content area. Below the search bar is a "Browse by Subject" menu with the following options: "GCBS Menu", "FGIS Menu" (highlighted in green), "- Inspection Data WareHouse (IDW)", "- Certificates (CRT)", "- Delegations, Designations and Export Registrations (DDR)", "- Equipment Capability Testing (ECT)", "- Inspection, Testing, and Weighing (ITW)", "- FGIS Official Service Provider Licensing (FOL)", and "- Quality Assurance and Control (QAC)". To the right of the search bar is a "You are here:" section with a purple bar. Below this is a "Select one of the following Choices:" section with the following options: "Inspection Data WareHouse (IDW)", "Certificates (CRT)", "Delegations/Designations and Export Registrations (DDR)", "Equipment Capability Testing (ECT)", "Inspection, Testing, and Weighing (ITW)", "FGIS Official Service Provider Licensing (FOL)", and "Quality Assurance and Control (QAC)". At the bottom of the page is a footer with links for "GIPSA | USDA.gov", "FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House".

Consent Agreement



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USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

*****WARNING*****

- You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.
- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:
 - You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search and seize any communication or data transiting or stored on this information system.
 - Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.
 - Your consent is final and irrevocable. You may not rely on any statements or informal policies purporting to provide you with any expectation of privacy regarding communications on this system, whether oral or written, by your supervisor or any other official, except USDA's Chief Information Officer.

*****WARNING*****

Cancel I Agree

eAuthentication Home | USDA.gov | Site Map
Accessibility Statement | Privacy Policy | Non-Discrimination Statement | www.FirstGov.gov

Review the Consent Agreement.

Select I Agree to continue.

Select Cancel to exit.

eAuthentication Login

☐ eAuthentication Level 2 access is needed to enter the FOL program.

☐ An electronic signature is retained for every person who enters the program.

☐ Enter your eAuthentication ID and password then select **Login**.

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Quick Links

- What is an account?
- Create an account
- Update your account

Administrator Links

- Local Registration Authority Login

eAuthentication Login

User ID:
[Forgot your User ID?](#)

Password:
[Forgot your Password?](#)
[Change My Password](#)

What's New

NEW! Improvements to USDA Employee Registration

- The new registration process provides a faster method of obtaining an eAuthentication Employee account. [Click here](#) for more information!

Self-Service Enhancements

- Improvements to Forgotten Password Reset and Forgotten User ID are now available. [Click here](#) for more information!

Important! Employees and Contractors:

[USDA Web Service Log-In](#)

- Please update your business email and phone in your profile. [Click here](#) for additional details.

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FOL Home Page

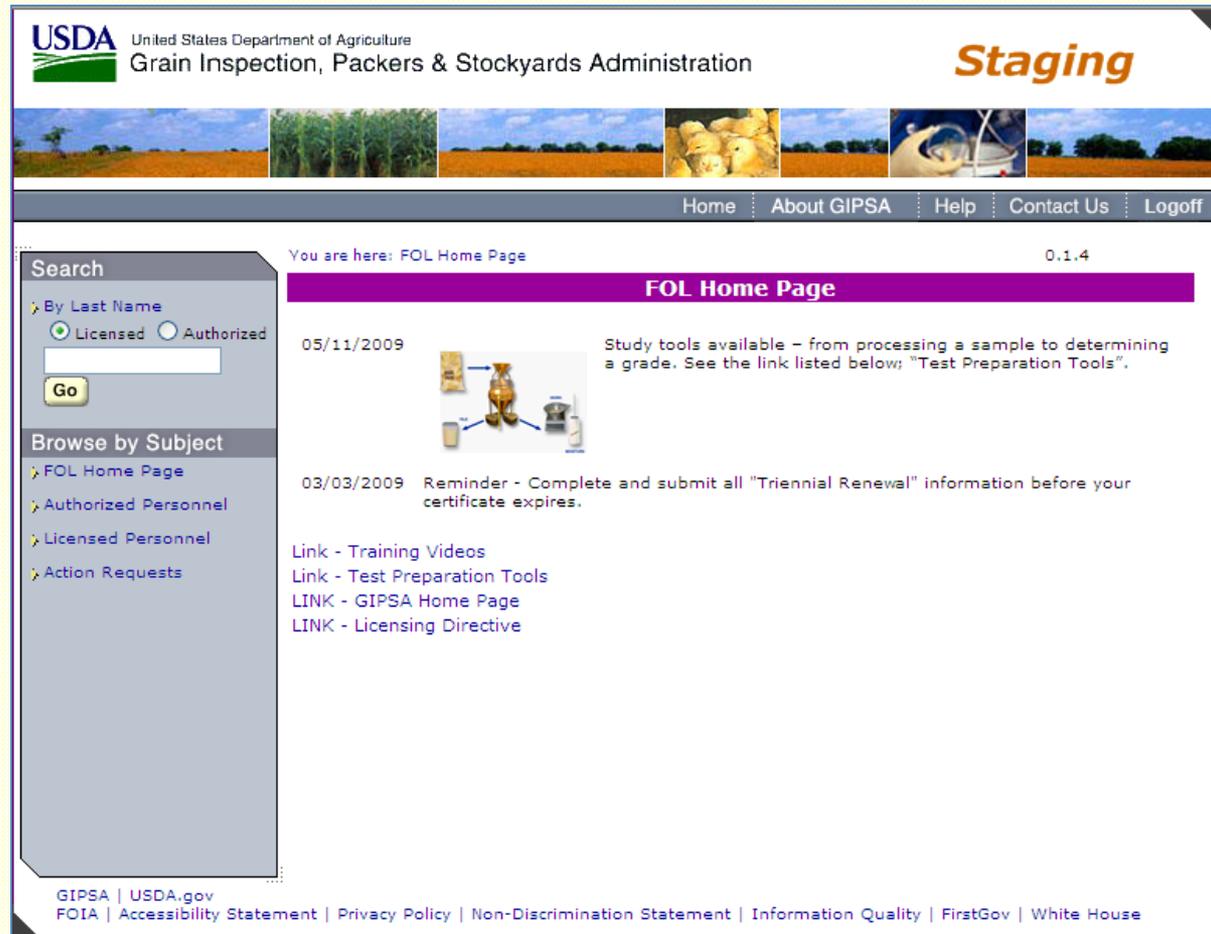
❑ The *FOL Home Page* is the first page accessed after entering the FOL program. From here other areas of the program can be accessed.

❑ *Authorized Personnel* will take you to the *Authorized Personnel* portion of the program.

❑ *Licensed Personnel* will take you to the *Licensed Personnel* portion of the program.

❑ *Action Request* will allow you approve license requests.

❑ Select *Authorized Personnel* to access the list of authorized personnel.



The screenshot displays the FOL Home Page interface. At the top left is the USDA logo with the text "United States Department of Agriculture" and "Grain Inspection, Packers & Stockyards Administration". To the right is the word "Staging" in a stylized orange font. Below the header is a horizontal banner with six small images: a field, corn stalks, a field, a pile of grain, a field, and a grain elevator. A navigation bar contains links for "Home", "About GIPSA", "Help", "Contact Us", and "Logoff". The main content area has a purple header "FOL Home Page" and a version number "0.1.4". On the left is a search box with "By Last Name" and radio buttons for "Licensed" (selected) and "Authorized". Below the search box is a "Browse by Subject" menu with links for "FOL Home Page", "Authorized Personnel", "Licensed Personnel", and "Action Requests". The main content area features two news items: one dated 05/11/2009 about "Study tools available" and another dated 03/03/2009 about a "Reminder - Complete and submit all 'Triennial Renewal' information". Below these are links for "Training Videos", "Test Preparation Tools", "GIPSA Home Page", and "Licensing Directive". At the bottom is a footer with links for "GIPSA | USDA.gov", "FOIA | Accessibility Statement", "Privacy Policy", "Non-Discrimination Statement", "Information Quality", "FirstGov", and "White House".

Authorized Personnel Selection List

☐ Three Methods to Locate a Name

1. Search Criteria

- Select *Selection Criteria*.
- Insert number or name.
- Select *Update List*.

2. Search Field

- Insert name under “Search” in Menu.

3. Search Personnel List

- Insert number of records into *Rows* field.
- All names will appear.

- ☐ Select Edit located to the left of John Anderson to continue.

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Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Authorized Personnel List 0.1.4

Authorized Personnel Selection List Page

Selection Criteria

| | Office | Name | Number | Auth. Type | Status |
|------|--------|-------------------|--------|------------------|--------------------|
| Edit | MNFO | Andersen, Hank | 25010 | Class Y Weigher | Active - Part Time |
| Edit | MNFO | Anderson, John | 25001 | ACG | Active - Part Time |
| Edit | MNFO | Austin, Jan | 25011 | ACG | Active - Part Time |
| Edit | MNFO | Cicero, Mark | 25006 | ACG | Active - Part Time |
| Edit | MNFO | Cooper, John | 25015 | ACA | |
| Edit | MNFO | Fitzgerald, Scott | 25003 | ACG | Active - Part Time |
| Edit | MNFO | Hawthorne, Nate | 25009 | ACA | Active - Part Time |
| Edit | MNFO | Hemingway, Ariel | 25012 | ACG | Active - Part Time |
| Edit | MNFO | Horace, Joe | 25007 | ACA | Active - Part Time |
| Edit | MNFO | Melville, Hank | 25013 | Scale Specialist | Active - Part Time |

15 records in 2 Pages. Rows: 10 Page: 1 Go

Export To Excel Printable List

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Authorized Personnel Profile Page

When *Edit* is selected the user enters a domain which holds all license information pertaining to the selected individual.

Each tab leads to a different area pertaining to the individual's license activities.

Request Test is selected to proceed to the area where a test can be requested.

The screenshot shows the 'Authorized Personnel Profile Page' for John H. Anderson. The page is part of the USDA's Grain Inspection, Packers & Stockyards Administration (GIPSA) website. The header includes the USDA logo and the text 'United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration'. The word 'Staging' is displayed in orange. A navigation bar contains links for 'Home', 'About GIPSA', 'Help', 'Contact Us', and 'Logoff'. Below the navigation bar, a breadcrumb trail reads 'You are here: FOL Home Page > Authorized Personnel List > Profile'. The page version is '0.1.4'. The main content area is titled 'Authorized Personnel Profile Page John H. Anderson'. There are three tabs: 'Personal Info' (selected), 'Test Request History', and 'Exam History'. The 'Personal Info' tab contains the following fields: 'License Number' (25001), 'Last Name' (Anderson), 'First Name' (John), 'Middle Name' (H.), 'Name Suffix' (empty), 'Birth Year' (1900), 'Organization' (FGIS - Minneapolis Field Office), 'Job Title' (empty), 'Authorized Type' (ACG), 'Employment Type' (Part Time), 'QAS' (checkbox), 'Status' (Active/Inactive), and 'Upload Signature File' (empty). There are buttons for 'Next Available Number', 'Browse...', 'Save', 'Cancel', and 'Request Tests'. A sidebar on the left has a 'Search' section with 'By Last Name' and radio buttons for 'Licensed' and 'Authorized'. Below the search is a 'Browse by Subject' section with links for 'FOL Home Page', 'Authorized Personnel', 'Licensed Personnel', and 'Action Requests'. The footer contains links for 'GIPSA | USDA.gov', 'FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House'.

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Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Authorized Personnel List > Profile 0.1.4

Authorized Personnel Profile Page
John H. Anderson

Personal Info Test Request History Exam History

License Number 25001 Next Available Number

Last Name Anderson

First Name John

Middle Name H.

Name Suffix

Birth Year 1900

Organization FGIS - Minneapolis Field Office

Job Title

Authorized Type ACG

Employment Type Part Time

QAS

Status Active Inactive

Upload Signature File Browse...

Save Cancel Request Tests

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Request A Test

The screenshot shows the USDA GIPSA website interface. At the top left is the USDA logo with the text "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration". At the top right is the word "Staging" in orange. Below the header is a navigation bar with links for "Home", "About GIPSA", "Help", "Contact Us", and "Logoff". A banner image shows various agricultural scenes. Below the banner is a breadcrumb trail: "You are here: FOL Home Page > Authorized Personnel List > License Application". The main content area has a purple header "License Application John H. Anderson". The form includes fields for "Applicant:" (John H. Anderson), "License Type:" (a dropdown menu with "Please select..." selected), "Association Type:" (a dropdown menu), and "Association:" (empty). There are "Submit Application" and "Return" buttons. On the left side, there is a "Search" box with a "Go" button and a "Browse by Subject" menu with options: "FOL Home Page", "Authorized Personnel", "Licensed Personnel", and "Action Requests". At the bottom, there is a footer with links for "GIPSA | USDA.gov", "FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House".

To request a test three selections need to be made.

1. License Type
2. Association Type
3. Association

Select the pull-down menu for License Type.

Choosing License Type

☐ Tests are grouped under a *License Type*.

☐ The Types are Inspector, Sampler, Technician and Weigher Type.

☐ Select the category - *Inspector*.

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Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Authorized Personnel List > License Application 0.1.4

License Application
John H. Anderson

Applicant: John H. Anderson

License Type:

Association Type:

Association:

Search

By Last Name
 Licensed Authorized

Browse by Subject

- FOL Home Page
- Authorized Personnel
- Licensed Personnel
- Action Requests
- Reports
- E-mail Distribution Lists
- Exam Management
- Administration

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Association Type

☐ License Types are divided into groups called an *Association Type*.

☐ The *Inspector Type* contains only one *Association Type*.

☐ Select the *Association Type* of Commodity.

The screenshot displays the USDA GIPSA website interface. At the top, the USDA logo and text "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are visible, along with the word "Staging" in orange. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. Below this is a breadcrumb trail: "You are here: FOL Home Page > Authorized Personnel List > License Application" with a version number "0.1.4".

The main content area features a purple header for "License Application John H. Anderson". Below this, the form fields are:

- Applicant:** John H. Anderson
- License Type:** Authorized - Inspector (dropdown menu)
- Association Type:** Commodity (dropdown menu)
- Association:** Please select... Commodity (dropdown menu)

At the bottom of the form are two buttons: "Submit Application" and "Return".

On the left side, there is a "Search" section with a "By Last Name" filter, radio buttons for "Licensed" (selected) and "Authorized", a search input field, and a "Go" button. Below the search section is a "Browse by Subject" menu with links for "FOL Home Page", "Authorized Personnel", "Licensed Personnel", and "Action Requests".

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Associations

❑ When *Commodity* is selected, a number of license codes are made available for selection under the category, *Association*.

❑ These codes represent all of the different licenses that are associated with the *Inspector License Type* category.

❑ A list of the codes and their meanings are located in the *Help* section.

❑ The commodity, C (corn) should now be selected.

The screenshot displays the USDA GIPSA website interface. At the top, the USDA logo and text "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are visible, along with the "Staging" banner. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. The breadcrumb trail reads "You are here: FOL Home Page > Authorized Personnel List > License Application" with a version number "0.1.4".

The main content area features a purple header for "License Application John H. Anderson". Below this, the form fields are as follows:

- Applicant:** John H. Anderson
- License Type:** Authorized - Inspector (dropdown menu)
- Association Type:** Commodity (dropdown menu)
- Association:** Radio buttons for C, W, and All.

At the bottom of the form are two buttons: "Submit Application" and "Return".

On the left side, there is a "Search" section with a "By Last Name" dropdown, radio buttons for "Licensed" (selected) and "Authorized", a search input field, and a "Go" button. Below the search section is a "Browse by Subject" menu with links for "FOL Home Page", "Authorized Personnel", "Licensed Personnel", and "Action Requests".

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Exam Requests

❑ After “C” (corn test), is selected the practical and written tests for the corn proficiency test are made available for selection.

❑ The default for the *Action* column is to *Request Exams*.

❑ Submit Application is selected.



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Grain Inspection, Packers & Stockyards Administration

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Home
About GIPSA
Help
Contact Us
Logoff

You are here: [FOL Home Page](#) > [Authorized Personnel List](#) > [License Application](#) 0.1.4

License Application
John H. Anderson

Applicant: John H. Anderson

License Type: Authorized - Inspector

Association Type: Commodity

Association: C W All

| Action | Association | Commodity Class | Exam Title | Exam Class | Exam Type | Waiver Comments |
|----------------|-------------|-----------------|------------------------------------|---------------|-----------------------------|-----------------|
| Request Exam ▾ | C | | Authorized Corn Practical | ACG Practical | ACG Practical | ⬆ ⬇ ⬆ |
| Request Exam ▾ | C | | Corn General - Written Authorized | Written | ACG Specific Grain | ⬆ ⬇ ⬆ |
| Request Exam ▾ | C | | Corn Math - Authorized | Written | ACG Mathematical Assessment | ⬆ ⬇ ⬆ |
| Request Exam ▾ | C | | Corn - Grade Assignment Authorized | Written | ACG Assignment of Grade | ⬆ ⬇ ⬆ |

Submit Application
Return

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Submitted Exam Requests

☐ License application has been submitted successfully appears after the test request has been submitted.

☐ The test-request is sent to the Field Office Administrator so that the tests can be approved and the practical test and the proctor schedule can be arranged.

☐ Select Return.

The screenshot displays the USDA GIPSA website interface. At the top, the USDA logo and "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are visible, along with the "Staging" label. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. The breadcrumb trail reads: "You are here: FOL Home Page > Authorized Personnel List > License Application". The main heading is "License Application John H. Anderson".

Applicant: John H. Anderson
License Type: Authorized - Inspector
Association Type: Commodity
Association: C W All

| Action | Association | Commodity Class | Exam Title | Exam Class | Exam Type | Waiver Comments |
|--------------|-------------|-----------------|------------------------------------|---------------|-----------------------------|-----------------|
| Request Exam | C | | Authorized Corn Practical | ACG Practical | ACG Practical | |
| Request Exam | C | | Corn General - Written Authorized | Written | ACG Specific Grain | |
| Request Exam | C | | Corn Math - Authorized | Written | ACG Mathematical Assessment | |
| Request Exam | C | | Corn - Grade Assignment Authorized | Written | ACG Assignment of Grade | |

License application has been submitted successfully.

[Return](#)

Footer: GIPSA | USDA.gov | FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House

Test Request History



United States Department of Agriculture
Grain Inspection, Packers & Stockyards Administration

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[Home](#) | [About GIPSA](#) | [Help](#) | [Contact Us](#) | [Logoff](#)

You are here: [FOL Home Page](#) > [Authorized Personnel List](#) > [Test Request History](#)

0.1.4

Search

By Last Name

Licensed Authorized

Go

Browse by Subject

[FOL Home Page](#)

[Authorized Personnel](#)

[Licensed Personnel](#)

[Action Requests](#)

Authorized Personnel Test Request History John H. Anderson

[Personal Info](#)

[Test Request History](#)

[Exam History](#)

| Exams and Schedules | Scorecard | License Type | Details | Date Requested | Valid Until |
|------------------------|------------------------|--------------|---------|------------------------|----------------------|
| [View] | [View] | Inspector | C C C | 11/21/2009 10:33:22 PM | 3/1/2010 10:33:22 PM |

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Return takes you to the *Test Request History* page.

All of the tests requested are downloaded and saved to this page. The row includes a set of tests.

To gain access to the tests, Select View under the heading *Exams and Schedules*.

Test Request History

The screenshot shows the USDA GIPSA website interface. At the top, the USDA logo and "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are visible. The word "Staging" is displayed in orange. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. Below the navigation bar, a breadcrumb trail reads: "You are here: FOL Home Page > Authorized Personnel List > Test Request History > Exams". The version number "0.1.4" is in the top right corner.

The main content area features a purple header for "License Application Exams" for "John H. Anderson". Below this, there are two tables showing exam results. The first table has columns: Written Exam, Proctor, Passed, Waived, Status Date, and Action. The second table has columns: ACG Practical Exam, Proctor, Passed, Waived, Status Date, and Action. Both tables show a single entry with the action "Exam Request has not been approved yet." A "Return" button is located below the second table.

On the left side, there is a search and navigation sidebar. The "Search" section includes a "By Last Name" dropdown, radio buttons for "Licensed" (selected) and "Authorized", a search input field, and a "Go" button. The "Browse by Subject" section lists: "FOL Home Page", "Authorized Personnel", "Licensed Personnel", and "Action Requests".

At the bottom of the page, there is a footer with links: "GIPSA | USDA.gov", "FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House".

A *Corn*, written test plus a template for the practical test has been downloaded.

The tests are not yet available because they must first be approved.

The Field Office or FOSS must approve the tests.

Selecting A Proctor

- ❑ When the Proctor list is available, the tests have been approved.
- ❑ A proctor must be selected.
- ❑ The proctor is chosen from an existing list of Federal proctors.
- ❑ Each office will have the responsibility to inform the FOSS administrator of the names that should be included on this list for their office.

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Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Authorized Personnel List > Test Request History > Exams 0.1.4

License Application Exams
John H. Anderson

| Written Exam | Proctor | Passed | Waived | Status Date | Action |
|------------------------|-------------------|---------------|---------------|--------------------|---------------|
| Auth Written/C | Please select... | | | | |
| ACG Practical E | Proctor | Passed | Waived | Status Date | Action |
| Authorized Corn Prad | PHETTEPLACE, DALE | | | | |

Go to Scorecard.

Return

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Taking An Exam

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Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Authorized Personnel List > Test Request History > Exams 0.1.4

License Application Exams John H. Anderson

| Written Exam | Proctor | Passed | Waived | Status Date | Action |
|----------------|-------------------|--------|--------|-------------|---|
| Auth Written/C | PHETTEPLACE, DALE | | | | Please select... Please select... Take Exam |

| ACG Practical Exam | Proctor | Passed | Waived | Status Date | Action |
|---------------------------|------------------|--------|--------|-------------|--------|
| Authorized Corn Practical | Please select... | | | | |

Go to Scorecard.

Return

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❑ After a proctor is selected, the option to take the test appears.

❑ The program allows three tries at passing a test.

❑ Under the *Action* Column, select the action item, Take Exam

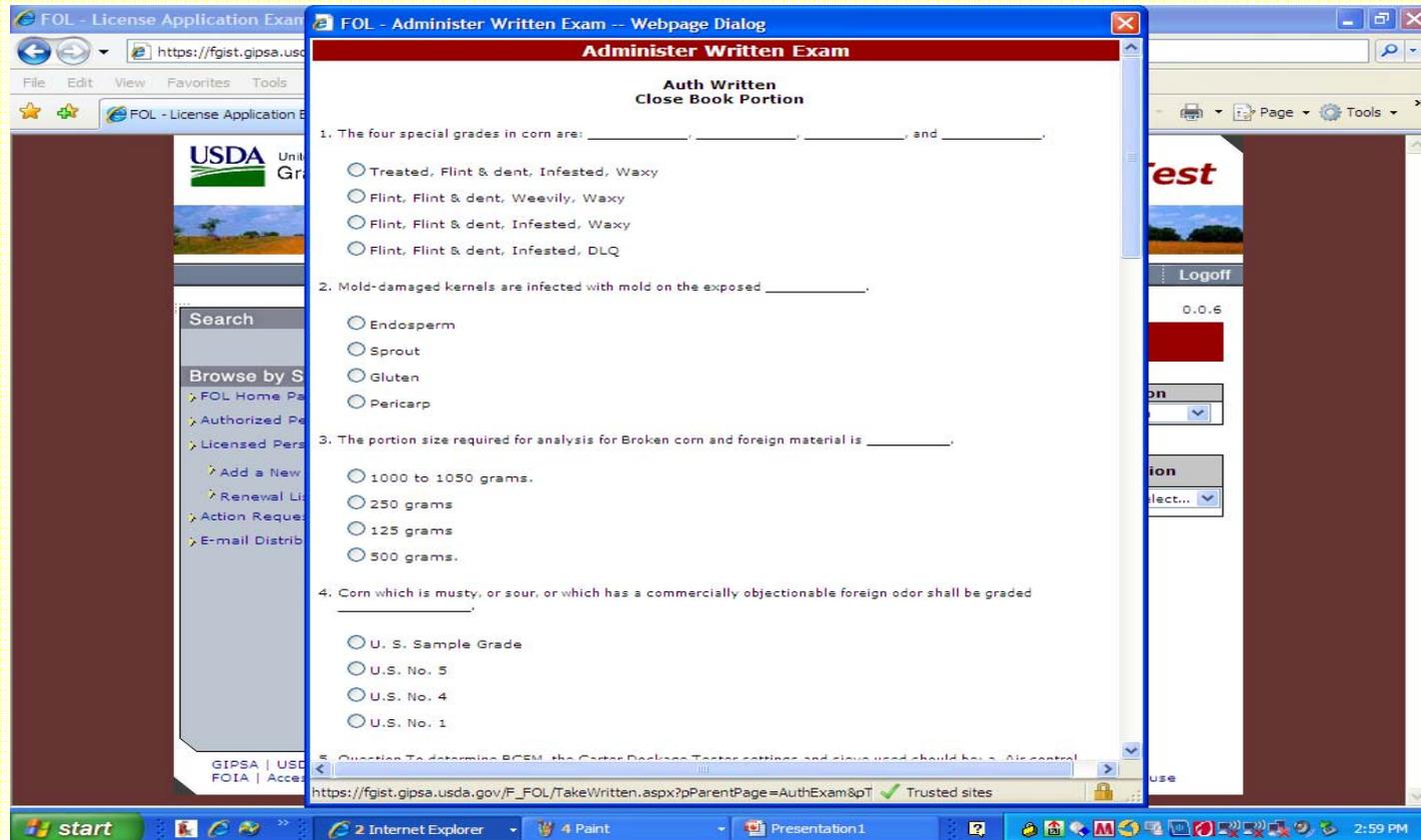
Written Test-Closed-Book Portion

❑ The written test is divided into a closed-book portion and an open-book portion.

❑ The closed-book portion of the written test starts with the general questions and ends with the math portion of the test.

❑ All written tests are multiple choice.

❑ Answers can be changed until *Continue* is selected.



Written Test - Math

A calculator may be used on the written test.

When the closed-book portion of the test is completed and you are satisfied with the answers, select Continue.

11. What is the percentage of Damaged Kernels Totals (DKT) in a sample when the weight of DKT analysis portion is 253 grams and the weight of the damaged kernels is 18.40 grams?

1.4%
 7.0%
 7.3%
 7.2%

12. What is the percentage of Damaged Kernels Totals (DKT) in a sample when the weight of DKT analysis portion is 239 grams and the weight of the damaged kernels separation is 24.91 grams?

9.6%
 10.1%
 10.2%
 10.4%

13. From a 257 gram portion you removed 1.10 grams of damaged kernels. What is the percentage of DKT?

6.9%
 6.86%
 6.8%
 7.0%

14. From a total weight of 1032 grams; weight of broken corn and Foreign material is 19.20 grams. What is the percentage of Broken Corn and Foreign Material (BCFM)?

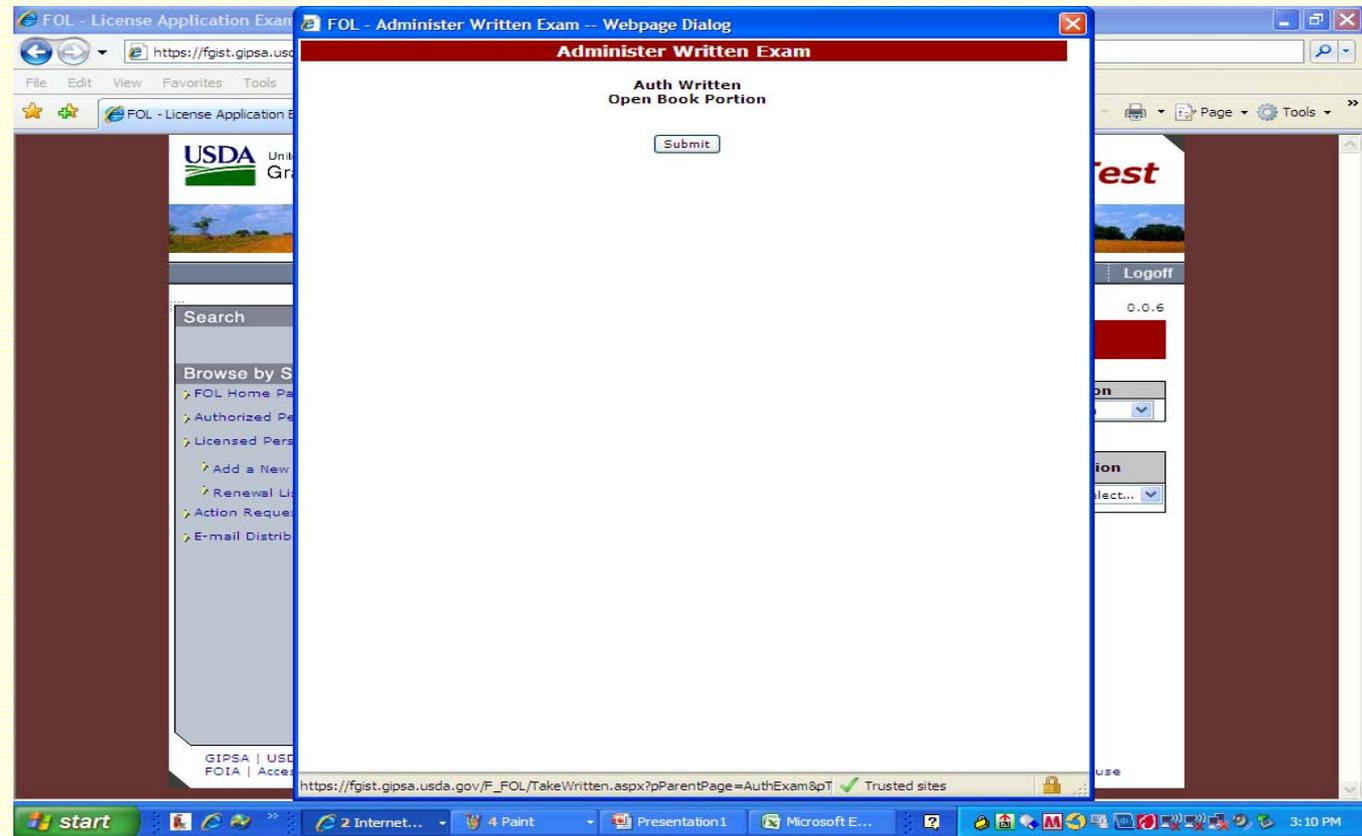
1.9%
 1.8%
 .18
 1.1%

Continue

Written Test - Open-Book

☐ The open-book portion of the test appears after the closed book portion of the test is submitted.

☐ Select Submit.



Written Test - Grade Assignment

- ❑ The open-book portion of the test appears.
- ❑ When all of the test questions are answered and you are satisfied with your answers, select Submit.

Administer Written Exam

Auth Written Open Book Portion

Scenario

Corn Grade Assignment Scenario 12
Answer the questions using the given factor results.

| | | | |
|------------------|-------|------------------------------|---------|
| Class: | Mixed | Damaged Kernels (total) (%): | 6.0 |
| Temperature: | Cool | Heat Damaged Kernels (%): | 0.0 |
| Odor: | OK | Corn of Other Colors (%): | |
| Test Weight (%): | 56.2 | Other Factors: | 75.9% V |
| Moisture (%): | 14.5 | | |
| BCFM (%): | 4.4 | | |

1. Select all grade determining factors.

- BCFM
- Test Weight
- Corn of Other Colors
- None

2. Select the correct grade as it would appear on an official certificate.

- U. S. No. 4 Mixed Corn
- U. S. No. 5 Mixed Corn
- U. S. No. 2 Mixed Corn
- U.S. Sample Grade Mixed Corn

Written Test Score

- After the written test is submitted the program calculates the total score.
- The test questions and answers cannot be reviewed after the test questions are submitted.
- Return is selected to return to the *License Application Exam* page.



Viewing Test Scores

Under the column identified as *Passed*, Yes has been entered by the program. This indicates that the written test has been passed.

A proctor for the practical test must now be selected and the test must be selected.

The screenshot shows the USDA GIPSA website interface. At the top, the USDA logo and "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are visible, along with the "Staging" label. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. The breadcrumb trail reads: "You are here: FOL Home Page > Authorized Personnel List > Test Request History > Exams". The version number "0.1.4" is in the top right.

The main content area features a purple header for "License Application Exams" for "John H. Anderson". Below this is a table with the following data:

| Written Exam | Proctor | Passed | Waived | Status Date | Action |
|----------------|-------------------|--------|--------|------------------------|------------------|
| Auth Written/C | PHETTEPLACE, DALE | Yes | | 11/22/2009 12:03:57 AM | Please select... |

Below the first table is a second table for "ACG Practical Exam":

| ACG Practical Exam | Proctor | Passed | Waived | Status Date | Action |
|---------------------------|------------------|--------|--------|-------------|--------|
| Authorized Corn Practical | Please select... | | | | |

Below the second table is a "Go to Scorecard." link and a "Return" button.

On the left side, there is a "Search" section with a "By Last Name" dropdown, radio buttons for "Licensed" (selected) and "Authorized", a search input field, and a "Go" button. Below the search section is a "Browse by Subject" menu with links for "FOL Home Page", "Authorized Personnel", "Licensed Personnel", and "Action Requests".

At the bottom of the page, there is a footer with links for "GIPSA | USDA.gov", "FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House".

Practical Exam

- There is no change on how the practical exam is conducted or corrected in the new FOL program.
- Corrected test results will be entered in the FOL computer program.
- The program will calculate the corrected results plus the final score.

Entering Practical Exam Scores

❑ The practical test template contains an area to enter the applicants results and the GSL corrections - addition and subtraction from the applicant results.

- ❑ Fields to be filled in are;
- *ACG Grade Designation.*
 - *Corrected Grade Designation.*
 - *ACG, Plus and Minus.*
 - *Comments* if applicable.
 - *Improper Procedures* if applicable.
 - *% Deduction* if applicable.

❑ The program will calculate the end results.

Administer ACG Practical Exam

Authorized Corn Practical
 Test

| | Total Points Possible | Achieved | Final Score |
|--------------------|-----------------------|----------|-------------|
| Total Score | 96 | 0 | 0% |
| Interpretive Score | 64 | 0 | 0% |
| Determination | | | Fail |

ACG Grade Designation:

Corrected Grade Designation:

| Sample 1 | Comments | ACG | Plus | Minus | Corrected Results | Factor Score | Factor Value Possible | Total Score | Interpretive Factor Value Possible | Interpretive Score |
|----------------------------------|---|----------------------|----------------------|----------------------|----------------------|--------------|-----------------------|-------------|------------------------------------|--------------------|
| Class | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | 4 | | | |
| Test-weight | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | 1 | | | |
| Damaged Kernels Total | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | 5 | | 5 | |
| Heat Damage | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | 5 | | 5 | |
| Broken Corn and Foreign Material | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | 4 | | 4 | |
| Other Colors | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | 2 | | 2 | |
| Special Grades | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | 3 | | | |
| Factor Total | | | | | | | | 0 | | |
| Improper Procedures | <input type="text"/> | % Deduction | | <input type="text"/> | | | | | | |
| Grand Total Scores | | | | | | | 24 | 0 | 16 | 0 |
| Comments | <input style="width: 100%; height: 30px;" type="text"/> | | | | | | | | | |

ACG Grade Designation:

Corrected Grade Designation:

Viewing Points For Practical Exam

Update can be used to calculate a partial score after all results for a sample has been entered.

When all of the test data is entered, submit is selected.

Gr

Search

Browse by S

- > FOL Home Pa
- > Authorized Pe
- > Licensed Pers
- > Add a New
- > Renewal Li
- > Action Reque
- > Reports
- > E-mail Distrib
- > Exam Manage
- > Administrati

GIPSA | USD
FOIA | Acces

Comments

ACG Grade Designation:

U.S. No. 1 Yellow Corn

Corrected Grade Designation:

U.S. No. 1 Yellow Corn

| Sample 3 | Comments | ACG | Plus | Minus | Corrected Results | Factor Score | Factor Value Possible | Total Score | Interpretive Factor Value Possible | Interpretive Score |
|---------------------|----------|-------------|-------|-------|-------------------|--------------|-----------------------|-------------|------------------------------------|--------------------|
| CL | | YC | | | YC | 100.0% | 4 | 4 | | |
| TW | | 56.0 | 0.000 | 0.000 | 56.0 | 100.0% | 1 | 1 | | |
| DKT | | 2.1 | 0.000 | 0.100 | 2.0 | 95.2% | 5 | 5 | 5 | 5 |
| HT | | 0.0 | 0.000 | 0.000 | 0.0 | 100.0% | 5 | 5 | 5 | 5 |
| BCFM | | 1.2 | 0.000 | 0.000 | 1.2 | 100.0% | 4 | 4 | | |
| OCOL | | 1.5 | 0.100 | 0.000 | 1.6 | 93.8% | 2 | 2 | 2 | 2 |
| Special Grades | None | 0.0 | 0.000 | 0.000 | 0.0 | 100.0% | 5 | 5 | 5 | 5 |
| Other Factors | None | 0.0 | 0.000 | 0.000 | 0.0 | 100.0% | 3 | 3 | | |
| DLQ | None | 0.0 | 0.000 | 0.000 | 0.0 | 100.0% | 5 | 5 | | |
| Factor Total | | | | | | | | 16 | | |
| Improper Procedures | | % Deduction | | | | | | | | |
| Grand Total Scores | | | | | | | 34 | 34 | 17 | 17 |

Comments

https://fgist.gipsa.usda.gov/F_FOL/TakeACGPractical.aspx?pParentPage=AuthExam&pT ✔ Trusted sites

Populating Final Score

❑ After *Submit* is selected the final score is calculated by the program

❑ The program calculates a Total Score, an Interpretive Score plus a Pass or Fail.

❑ *Return* is selected to return to the *License Application Exams* page.

Application Exam FOL - Administer ACG Practical Exam -- Webpage Dialog

Administer ACG Practical Exam

Test 1 Authorized - Corn Practical
Record all calculations on the envelope

| | Total Points Possible | Achieved | Final Score |
|--------------------|-----------------------|----------|-------------|
| Total Score | 102 | 34 | 33.3% |
| Interpretive Score | 51 | 17 | 33.3% |
| Determination | | | Fail |

ACG Grade Designation: Corrected Grade Designation:

| Sample 1 | Comments | ACG | Plus | Minus | Corrected Results | Factor Score | Factor Value Possible | Total Score | Interpretive Factor Value Possible | Interpretive Score |
|---------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------|-----------------------|-------------|------------------------------------|--------------------|
| CL | <input type="text"/> | | 4 | | | |
| TW | <input type="text"/> | | 1 | | | |
| DKT | <input type="text"/> | | 5 | | 5 | |
| HT | <input type="text"/> | | 5 | | 5 | |
| BCFM | <input type="text"/> | | 4 | | | |
| OCOL | <input type="text"/> | | 2 | | 2 | |
| Special Grades | <input type="text"/> | | 5 | | 5 | |
| Other Factors | <input type="text"/> | | 3 | | | |
| DLQ | <input type="text"/> | | 5 | | | |
| Factor Total | | | | | | | | 0 | | |
| Improper Procedures | <input type="text"/> | % Deduction | | <input type="text"/> | | | | | | |
| Grand Total Scores | | | | | | | 34 | 0 | 17 | 0 |
| Comments | <input type="text"/> | | | | | | | | | |

Viewing Exam Results

☐ The program automatically calculates test results and records the results in the *License Application Exams* chart.

☐ The written exam is identified as passed with a *Yes* in the *Passed* column while the practical exam has been identified as failed with a *No* in the *Passed* column.

☐ Tests can be taken three times. In the *Action* column for the practical exam the user can take a second exam after the first attempt failed.



The screenshot shows the USDA Integrated Test website interface. At the top, the USDA logo and the text "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are visible, along with the "Integrated Test" title. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. Below this, a breadcrumb trail reads "You are here: FOL Home Page > Authorized Personnel List > Test Request History > Exams" with a version number "0.0.6".

The main content area features a red header for "License Application Exams Arnald Ames Aaron". Below this are two tables of exam results:

| Written Exam | Proctor | Passed | Waived | Status Date | Action |
|----------------|-------------|--------|--------|---------------------|------------------|
| Auth Written/C | FALL, SUSAN | Yes | | 8/8/2009 4:11:30 PM | Please select... |

| ACG Practical Exam | Proctor | Passed | Waived | Status Date | Action |
|------------------------------------|-------------|--------|--------|----------------------|--|
| Test 1 Authorized - Corn Practical | FALL, SUSAN | No | | 8/8/2009 10:42:30 PM | Please select... Please select... Attempt 1 Take Exam |

Below the tables, there is a link "Go to Scorecard." and a "Return" button. At the bottom of the page, there is a footer with links for GIPSA | USDA.gov, FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House.

Conclusion

- This completes the test procedures used to determine proficiency in the grading of Corn.
- In this course we have navigated to the area of the program where a test can be requested and downloaded and have reviewed the procedures for taking a test.



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