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September, 1999

***BELLSOUTH***

**PHYSICAL PERFORMANCE TEST  
(PPT)**

**STUDY GUIDE**

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AN EQUAL OPPORTUNITY EMPLOYER

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BellSouth will consider requests for testing accommodations from individuals covered by the Americans with Disabilities Act. Documentation of the need for the accommodation may be required.

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## **PHYSICAL PERFORMANCE TEST**

The Physical Performance Test (PPT) for physically demanding titles in BellSouth consists of four tests that evaluate a candidate's ability to perform the physical demands required in the title. Individuals hired into physically demanding titles need to be capable of performing the job tasks safely and effectively, thereby minimizing the risk of injury.

### **Preparation**

To perform well on these tests, candidates need to be in reasonably good shape. Working out on a regular basis and practicing sit-ups can help a candidate improve their performance on these tests. Candidates should not eat, smoke, chew tobacco or drink caffeinated liquids for three (3) hours prior to testing.

### **Attire**

Individuals taking the PPT should wear clothing appropriate for physical performance testing (comfortable slacks, sweat pants or shorts, short-sleeved shirt, and sneakers or flat-soled shoes).

### **Candidate Release Form**

The physical performance tests performed in the PPT are related to tasks performed on the job and are strenuous. These tests require you to exert strenuous physical effort and will cause your heart rate to rise in response to the demands of the exercise. Candidates will be asked to complete a Candidate Release Form to ensure that they can complete the test safely without undue risk. Testing should be postponed if a candidate has had a recent illness or injury and rescheduled for a future date that is commensurate with recovery from the injury or illness.

### **Blood Pressure/Heart Rate**

All candidates will have their blood pressure taken and heart rate measured. You must meet acceptable levels on the blood pressure and heart rate screening in order to take the PPT. If you do not meet acceptable levels, testing will be postponed to a future date unless you provide the test administrator with a completed Medical Release Form (Exhibit 1). If you tend to have blood pressure over 160/100, a sitting heart rate over 100 beats per minute, or are uncertain of your medical condition and still wish to be tested, please have your doctor complete the Medical Release Form which indicates that they are aware of your condition and the strenuous nature of the PPT. Bring this form with you to the test center if you meet any of the above conditions.

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## Test Description

The PPT will take about 45-60 minutes to complete, including warm-up exercises and the test battery.

## Warm-Ups

To ensure safety, all candidates must perform the following warm-up exercises in the presence of a certified test administrator prior to taking the PPT: Hamstring Stretch, Body Twister, Heel Cord Stretch, and Quadriceps Stretch. (Figures 1, 2, 3, and 4).



Figure 1. Hamstring Stretch

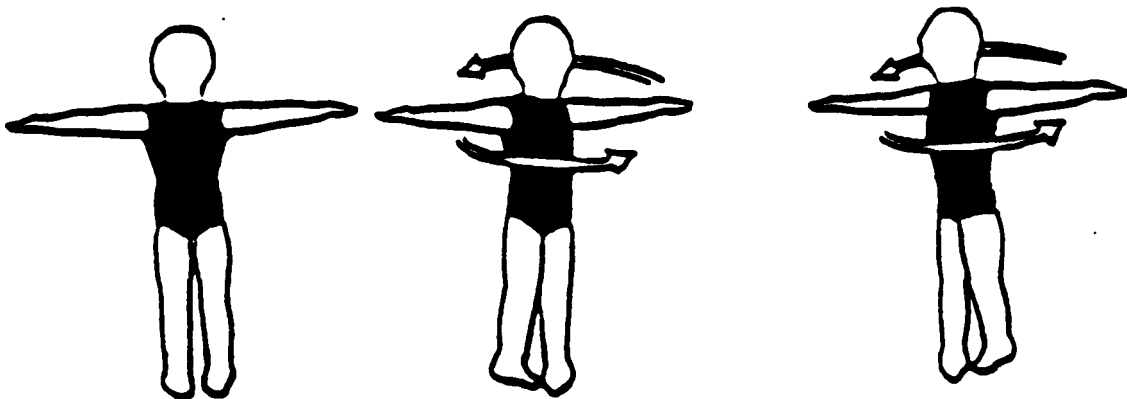


Figure 2. Body Twister

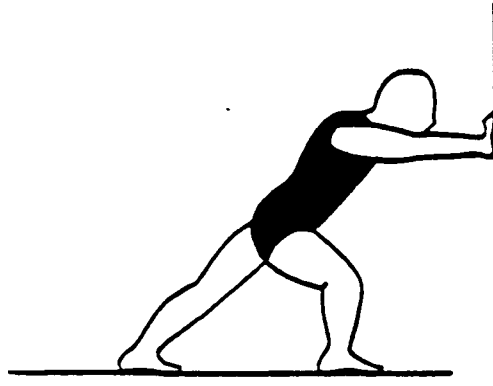


Figure 3. Heel Cord Stretch

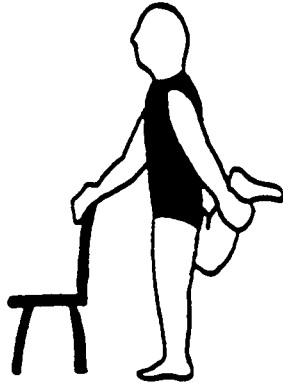


Figure 4. Quadriceps Stretch

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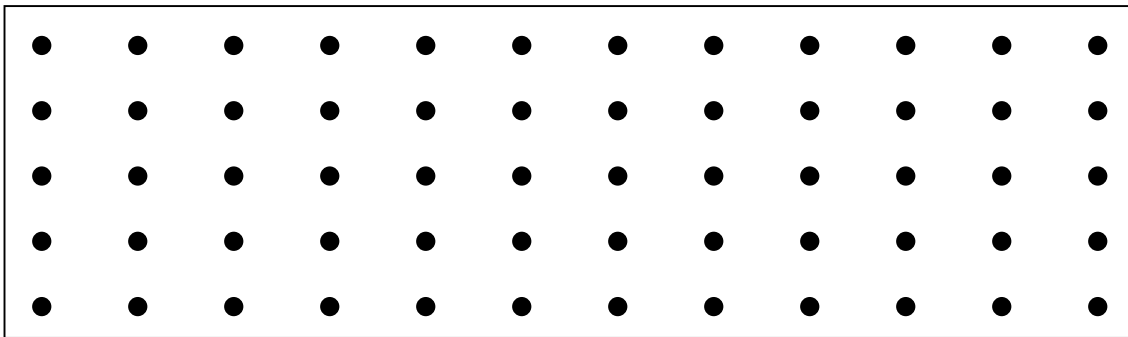
Following warm-up exercises, candidates will begin the PPT. The test battery for physically demanding titles consists of four tests:

The **Rate of Manipulation** test involves moving colored discs from one area of a board to another. The purpose of this test is to evaluate manual dexterity. The test involves picking up small discs with one hand, turning them over, putting them in the other hand, and placing them on a board. The score on this test is the time needed to move all discs from one board to another in the method mentioned above on each of two trials.

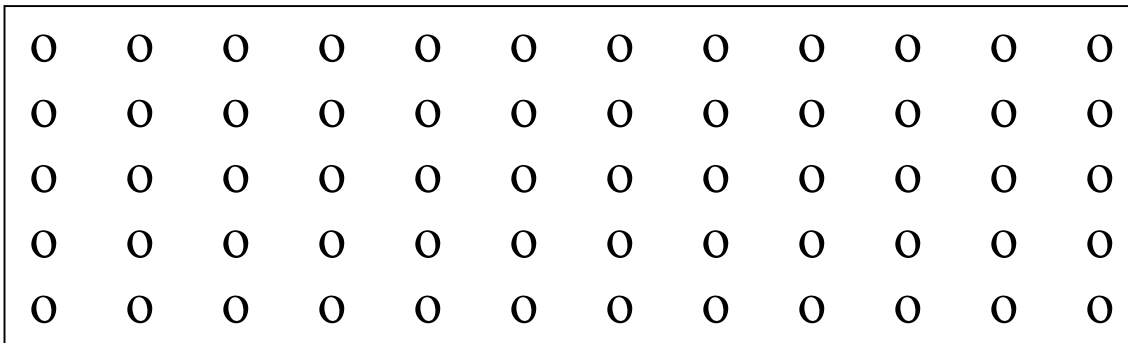
● - DISC

○ - HOLE

TOP BOARD



BOTTOM BOARD

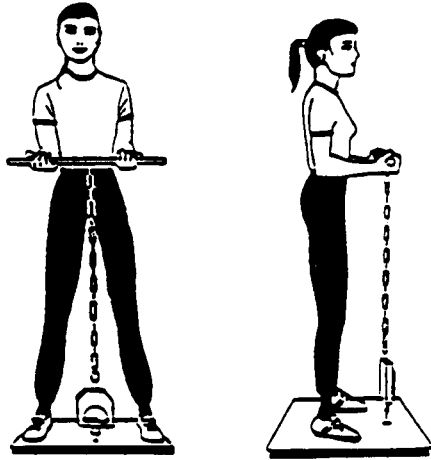


PARTICIPANT SITS HERE

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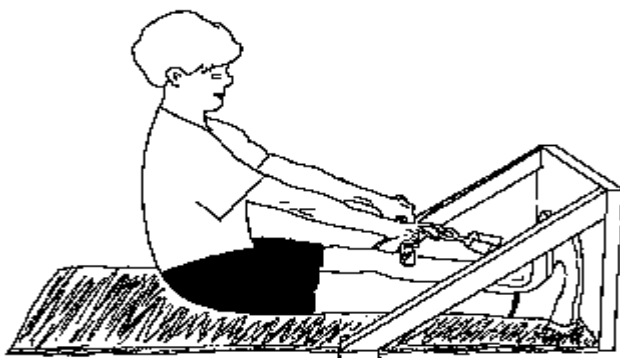
The **Arm Lift** test requires you to exert a maximum force with the arms. You will perform this three times, with a short rest period between each attempt. Your average score will be used. The purpose of the test is to determine the maximum force that can be generated by the arm muscles.



The **Sit-Ups** test requires performing sit-ups for 60 seconds. The purpose of this test is to evaluate abdominal strength.



The **Trunk Pull** test requires you to exert a maximum force with the torso. You will perform this three times, with a short rest period between each attempt. Your average score will be used. The purpose of this test is to determine the maximum force that can be generated by the torso muscles.



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## **Test Qualification**

Qualifying on the PPT results from combining the scores on each test. We recommend that you do as well as you can on each test to maximize your chance of qualifying.

Test results on the PPT are only good for six months. If you qualify but are not placed into a physically demanding title within six months, you must requalify. If you do not pass the PPT, you are eligible for retesting in six months.

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EXHIBIT 1

**MEDICAL RELEASE FORM**

TO: BELLSOUTH TELECOMMUNICATIONS

This is to certify that \_\_\_\_\_  
has been examined by me and/or is under my care. This will also certify that I have reviewed the written materials provided to me by BellSouth describing the Physical Performance Test, and that in my professional opinion, in view of the patient's heart rate and systolic and diastolic blood pressure readings and based on my knowledge of the patient's history and present condition, the patient's participation in the Physical Performance Test would pose no undue or abnormal risk to the patient's health and safety.

\_\_\_\_\_  
Examining Physician

\_\_\_\_\_  
Date