

## **State of Illinois Locksmith Licensing Examination Study Guide**

The State of Illinois Locksmith License Examination consists of 305 questions in multiple choice and true/false format. The Locksmith License Examination is offered in March and September of the calendar year. The examination is 4 hours long.

The State of Illinois Locksmith License Examination covers the following subjects:

### **Originating Keys by Code and the use of Code Equipment**

Candidates will need to know the correct terms used in codes, popular code series, a working knowledge of the methods of producing keys by code, types of codes, codebooks, code machines, and the proper use of a micrometer.

### **Pin and Disc Cylinder Servicing**

Candidate should be familiar with lock cylinder terminology, be able to identify the parts of a cylinder and describe their functions, and identify the parts of a key using the appropriate terminology. Common service malfunctions and the methods by which pin and disc tumbler locks are master keyed should be studied. Some emphasis should be placed on professional methods of keying and pin kit types. The results of poor service procedures should be understood.

### **Key Blank Identification**

Candidate should be familiar with the different types of keys in use today (i.e., barrel, bit, flat and cylinder) and be able to identify their parts. The four basic milling configurations and milling run-out must be understood. A good working knowledge of key blank numbers, both original and non-original, should be developed. Candidate should be able to correctly identify some common key silhouettes and sections. Candidate should be able to use a key blank cross-reference catalog.

### **Key Duplication Techniques and Equipment**

Candidate should be familiar with the duplication methods of the various types of keys, construction material, parts of a key and compensation methods for worn keys. Candidate should be able to apply the ethics of duplicating restricted keys and multiplex keys. Be prepared to identify the parts of a key machine and the popular types of cutters and their use. Key machine calibration should be understood.

### **Originating Keys by Impressioning**

A good working knowledge of the theory and practicality of originating a key by impressioning is necessary. Candidate must be able to identify the various types of marks left on keys through impressioning pen and disc tumbler locks. Be familiar with the tools and terminology used in impressioning. Candidate must be familiar with the various factors that may increase the difficulty of impressioning locks. Field experience is useful in recognizing some of the precautions to be used when impressioning certain locks.

### **Professional Lock Opening Techniques**

The theory of lock picking should be understood. Various lock picking tools, their proper terminology, purpose and use should be studied. Candidate should be familiar with common entry techniques such as drilling, shimmiing, cylinder and lock bypassing. Situations will be presented which look for the least damaging method of entry.

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## **Lockset Functions and Finishes**

Builders Hardware Manufacturers Association (BHMA) specifications and manufacturers' catalog descriptions of lockset functions must be thoroughly understood. Knowledge of standard door prep numbers and dimensions, lockset finish numbers and descriptions is required. Liability problems resulting from the use of the incorrect function as well as the Americans with Disabilities Act (ADA) requirements as they relate to lockset functions should be studied.

## **Lockset Servicing**

Field experience in servicing lockset malfunctions is required. A working knowledge of common service problems is needed. For example, the problems caused by incorrect tailpiece timing and improper reassembly of locksets must be understood.

## **Basic Master Keying**

Candidate must thoroughly study the theory of progression, levels of keying, the Standard Key Coding System. Candidate must be prepared to calculate the number of key changes given certain parameters. Be prepared to identify mistakes in progression lists, and to determine expansion possibilities from a sample listing. Candidate must understand the proper terminology, symbols and levels of keying listed in the Glossary. Knowledge of basic single and two step progression will be necessary, as well as key biting specifications of the various manufacturers.

## **Cabinet Furniture and Mailbox Locks**

Candidate should have knowledge of these types of locks, their operation, and proper application. Some emphasis should be placed on codes associated with each brand of lock. Bypass techniques should be studied, along with key origination procedures. Examination of manufacturers' catalogs is highly recommended. A basic knowledge of manufacturing techniques such as stamping, staking, pressure casting and die casting is helpful.

## **Life Safety Codes**

Candidate should be familiar with the proper terminology, reference sources, handicapped requirements, various liability factors, and door and hardware. This category deals entirely with National Fire Protection Association (NFPA) Life Safety Codes and the Americans with Disabilities Act as they relate to doors and hardware. Candidate should study in detail all relevant chapters of both these references.

## **Basic Electricity**

Candidate must be familiar with the proper terminology, applications, tools and equipment, basic circuits and troubleshooting methods relating to basic low voltage electricity. This section deals with circuits and theory used in burglar alarms and electric locking systems. Candidate should be very familiar with series and parallel circuits, Ohm's law, wire gauges and their ability to conduct electricity, and VOM's (Volt/Ohm Meters).

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Study Guide**

**To prepare for the exam, the examinee should have at a minimum the following references for study: These reference materials are available through the Associated Locksmiths of America, Inc. (ALOA)**

Reference items can be purchased on line at:

<http://www.aloa.org/store/merchant.mv>

or contact the Associated Locksmiths of America, Inc. (ALOA) at:

Associated Locksmiths of America, Inc. (ALOA)

3003 Live Oak Street

Dallas, TX 75204

Phone: 800-532-2562

FAX: 214-827-1701

[www.aloa.org](http://www.aloa.org)

**REFERENCE MATERIALS**

PRP Resource Guide.

Code No.: AL-PRG

Life Safety Codes and the ADA Manual

Code No.: TS-LSCM

Basic Electricity

Code No.: LPC-816

If available PRP Resource Guide, Version 5:

Reference pages: 1 - 30, 34, 38 and the Appendix (ALOA Glossary of terms)

If they have PRP Resource Guide Version 5:

Reference pages: 1 - 32, 36, 40 and the Appendix (ALOA Professional Locksmith Directory)

Illinois Locksmith Licensing Study Package

Code No.: A-ILL-LLSP4

Includes:

Locksmithing 101

Study Guide for Basic Electricity

Life Safety Code Manual

PRP Resource Guide