



4 – 26 April 2020

CONTAINER INSPECTOR'S CERTIFICATION EXAMINATION

TEST INFORMATION BULLETIN

Examination Dates:

Saturday, 4 April 2020 thru Sunday, 26 April 2020

IMPORTANT DATES FOR 2020

Registration & Payment Deadlines

<p>REGISTRATION/PAYMENT DEADLINE</p> <p>SPECIAL EARLY BIRD RATE</p> <p>\$425.00</p> <p>UNTIL 2 April 2020</p>
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Scholarship Application Deadline: 7 February 2020

If you wish to apply for a scholarship, see the instructions on page 3 and complete Scholarship Application Form.

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KEEP THIS BULLETIN. Carefully read the Bulletin. It has important information you will need for future reference.

Each 2020 candidate must read, print or download of this Test Information Bulletin.

GENERAL INFORMATION

The Institute of International Container Lessors (IICL), organized in 1971, is the trade association for the international container leasing industry. It is active in governmental, regulatory, safety, technical, electronic communication, and environmental fields throughout the world. The members of IICL are engaged in leasing marine cargo containers to ship operators and others on a broad international basis. These members represent a significant portion of the global leased container and US chassis fleets of the leasing industry and account for the ownership of approximately fifty percent of the world's leased containers.

REQUIREMENTS FOR CERTIFICATION The examination is open to anyone interested in becoming IICL-certified as a container inspector. IICL certification is awarded to all candidates who pass the examination and is valid for five years. An inspector must pass the examination again before certification is reissued. Certification does not authorize an individual to represent IICL in any manner. Certification may be revoked by IICL for any of the following reasons: willfully falsifying information on the registrations, making unauthorized material available to others, taking the examination on behalf of another person or misuse of certification.

DESCRIPTION OF THE EXAMINATION The 2-1/2 hour container inspector certification examination will be a **computer based examination** provided at numerous proctored test centers around the world, and the exam will consist of 100 multiple-choice questions in English.

Visit <http://iicl.org/education/certification.cfm> to view the locations by clicking on ACTIVE TEST CENTER SEARCH. Every registrant will be notified on how to schedule their exam once they complete the online registration. Candidates will have the option to select an exam date between **Saturday, 4 April 2020 and Sunday, 26 April 2020**. Early registrants will be given priority for their choices of dates and times.

Examination will be based on the following Five (5) IICL Dry Van Publications, the CSC Guide and IICL Technical Bulletins 002, 008, 013, 015 & 016.

Visit <https://www.iicl.org/store/storeform.cfm> to purchase the exam bundle, Item# 1198

1. *Guide for Container Equipment Inspection, 6th edition (IICL-6)* (published 1996) (reprinted 2006 & 2016)
2. *Repair Manual for Steel Freight Containers, 5th edition* (published 1999) (reprinted 2006)
3. *General Guide for Container Cleaning, 2nd edition* (published 2000)
4. *Supplement on Container Inspection and Repair: Gray Areas, 2nd edition* (published 2003)
5. *Guide for Open Top Container Equipment Inspection* (published 2005) (reprinted 2007) (revised 2019)
6. *International Convention for Safe Containers, 1972 (CSC)* (published 2014)
7. *Preferred Electronic Data Interchange Standards (EDIS), Technical Bulletin 002*, (February 2003)
8. *Repair Manual - Materials Used For Repair. Technical Bulletin 008* (February 2011)
9. New IICL 6 Inspection Criteria for Dry Van Containers, *Technical Bulletin 013*, (July 2016)
10. *Corner Fittings Inspection Criteria. Technical Bulletin 015* (June 2018)
11. *Roof measurement of outwards deformations. Technical Bulletin 016* (January 2020)

*Technical Bulletins 002, 008, 013, 015 and 016 are the only study references available electronically.
Please visit <https://www.iicl.org/education/certification.cfm> to download Items # 7 - 11 above.*

NEW! The IICL Online Preparatory Course for the IICL Container Examination was developed to assist individuals preparing to take the exam. The online training course consists of 3 modules having slides and movies addressing inspections, repairs including proper inspection practices and recommended repair criteria selection. The training modules are based on the latest guides for container inspection, repairs and technical bulletins. A test simulating the exam is built into the training module enabling students to evaluate their knowledge.

The course is available as [stand-alone item](#) for \$99 or as part of a [bundle with the container inspector certification examination](#) for \$549. The course can be completed in about three hours, however, it is recommended that students take the time to study the manuals after each session to reinforce the understanding over each of the areas covered.

To register for the **preparatory course** please visit: <https://www.iicl.org/education/certification.cfm>

NOTE: The IICL Online Preparatory Course is NOT a substitute for the Container Inspector Certification Examination. All who wish to certify will still need to register and participate in the IICL Container Inspector Certification Examination.

REGISTRATION/SCHEDULING- registrations & fees must be received by 2 April 2020.

- Complete the 4 – 26 April 2020 registration online electronically- <https://www.iicl.org/education/certification.cfm>
- **Registration Fees.** Registrations that have not been paid will remain pending until payment is received.
- **Registration Notification.** Notification of Registration is sent by e-mail upon registration completion online. When you submit and complete your online registration you will receive an automated examination **Member ID Number**. Contact IICL if you do not receive a prompt automated online notification via email to ensure IICL received your registration. Please check all junk and spam folders for the online registration confirmation.

TEST CENTERS - Please visit IICL web page <http://iicl.org/education/certification.cfm>

REGULAR TEST CENTERS The examination is administered at regular sites around the world. In the event that the test center is cancelled, IICL will allow test candidates to take the test at another location or give a full refund to the candidate if no other location is acceptable.

SCHOLARSHIPS

Application deadline 7 February 2020

Each year, IICL awards up to three scholarships worldwide based on need. Each scholarship will include the registration fee and a full set of examination manuals. Applicants must complete a scholarship form, submit documentation of financial need (such as copy of tax form or proof of salary) and a short essay per the instructions on the application. The form and essay must be written in English only, and can be typed or handwritten (if legible). The essay must be written in the applicant's own words. Applicants will be judged on the *content* of their application and on their need for a scholarship, and **not** on how well they write English.

- IICL will only accept **one** scholarship application from any one company.
- Winners will be notified on **12 February 2020**
- If you are not selected for the scholarship, you may still register and participate for the exam.

REFUND POLICIES and CANCELLATION SCHEDULE

Registrations may be cancelled before the examination date; however, **IICL does not retain credit** towards future tests. all fees for candidates canceling before the test date will be refunded according to the schedule below.

Refunds will only be made if a candidate notifies IICL prior to one of the cancellation dates by e-mail.

CANCELLATION FEE SCHEDULE

Cancellations until 29 February 2020:

Registration fee refunded minus \$100.00 cancellation fee

Cancellations from 1 March 2020– 2 April 2020:

Registration fee refunded minus \$200.00 cancellation fee

NO REFUNDS AFTER 2 APRIL 2020

ABSENCE

If a candidate does not appear on the exam date or cancel on or before 2 April 2020, the entire test registration fee will be forfeited. It is the responsibility of test candidate or their representative to notify IICL of any cancellations.

SUBSTITUTIONS

Deadline: 27 March 2020

If a candidate is unable to sit for the exam and wishes to substitute another candidate from the same company for the examination, the substitute candidate must e-mail info@iicl.org the substitutes name and email address along with the current candidates name, purchase confirmation/order number and test center city to be replaced at no additional cost.

TESTING DAY PROCEDURES

Saturday, 4 April 2020 thru Sunday, 26 April 2020

Report to the assigned test center on the selected date, follow any instructions given and please be prompt!

WHAT TO BRING TO THE TEST CENTER

- 2 Forms of picture ID, Recent (current) and valid photo-identification, such as a government issued ID, a passport or driver's license. Anything else required and outlined by PearsonVue in the examination reservation confirmation.

REGULATIONS AT THE TEST CENTER To ensure that all candidates are tested under equally favorable conditions, the following regulations and procedures will be observed at each center.

- NO beepers, cellular telephones, books or papers of any kind are allowed in the examination location. This means that NO dictionaries can be brought into the testing room. IICL suggests that non-English-speaking candidates memorize the names of container components, procedures and materials as provided in the IICL manuals, and also the "English words and phrases" on page 10.
- Candidates needing to use the restroom during an examination must secure permission from the supervisor.
- Candidates discovered engaging in any kind of misconduct, such as giving or receiving help, talking during the examination, taking part in an act of impersonation, or removing test materials or notes from the testing room, may be summarily dismissed from the examination and will be reported to IICL.
- There are no Interpreters admitted to the exam test center.

TEST SECURITY PROCEDURES Any doubts raised about the validity of an individual candidate's score will be thoroughly investigated. Some scores may be rendered invalid because of circumstances beyond a candidate's control. When such circumstances are discovered, IICL will arrange a makeup administration for the candidates concerned at no charge. If misconduct (such as giving or receiving help, attempting to take the examination for someone else, or removing test materials) is suspected, IICL will investigate all circumstances of the case. As a result, scores may be delayed in being reported.

CERTIFICATES and CONTAINER INSPECTOR DIRECTORY LISTING

NOTE: Exam scores for the 4 – 26 April 2020 test takers will be posted in the "My Transcript" section of each candidates IICL User Account on 1 May 2020. You will need to log back into this education portal and sign into your user account to view your score. If you pass the examination you will have the capability to print your own certification. On 1 May 2020 visit <https://testing.iicl.org/login/> sign-in and click on "My Transcript" to view your score.

All candidates who pass the examination will receive an IICL Marine Cargo Container Inspector's Digital Certificate confirming their certifications.

Certified inspectors' names are published annually in the IICL *Inspection Directory* which is posted on IICL's website. All candidates will have to visit the *Inspection Directory* via <http://www.iicl.org/directory/inspectorsSearch.cfm> and edit/update their data. The *Inspection Directory* will be updated via for all passing candidates to view/update by the end of June 2020.

For candidates receiving a score of 90% or higher, IICL awards an Honor's Certificate.

CONTENT OUTLINE FOR THE CONTAINER INSPECTOR'S EXAMINATION

Candidates should be familiar with all recommendations and information contained in the following publications:

1. *Guide for Container Equipment Inspection - 6th edition* (IICL-6) (2016)

The Guide recommends criteria and methods for the inspection of containers and contains:

- Purpose of container inspection and role of inspector
- Definitions and types of wear, damage and non-conforming repair
- International requirements (CSC, TCT, TIR, etc.) and inspection documentation (EIR, EDI, etc.)
- Correct inspection procedures
- Container design features (candidate must be able to identify container components)
- Glossary of container terminology

Candidates should understand how to interpret the ISO dimensions (including plus or minus allowances), but need not memorize specific ISO dimensions, as an ISO chart will be printed in the examination booklet. (IICL tolerances will not be provided.)

2. *Repair Manual for Steel Freight Containers, 5th edition* (Reprinted 2006)

The fifth edition of the Repair Manual contains recommendations for the repair of steel containers, many presented by means of color photographs. The following is included:

- International requirements and safety requirements
- General repair principles and procedures from straightening to component replacement, including surface preparation, welding, fasteners, etc.
- Specific rules and special considerations for repair of individual container components. Candidates must be able to recognize *incorrect* procedures as well as correct ones. All diagrams must be studied.
- Materials and tools recommended by IICL for repair
- Safety precautions and quality assurance
- Non-conforming and improper repairs
- Terminology and interpretation of ISO dimensions, including gooseneck tunnels and forklift pockets

The Repair Manual (reprinted 2001) includes information from *Technical Bulletin S2* (2000) as follows:

- Surface preparation, including full abrasive blasting and spot blasting
- Environmental and safety considerations
- Post blast requirements
- Application of prime coat, intermediate and top coating
- Paint drying times
- Undercoating

Technical Bulletin S2 (published 2000)

- If you are using a *Repair Manual for Steel Freight Containers, 5th edition* (1999) purchased prior to June 6, 2000, you may download *Technical Bulletin S2* from IICL's website at www.iicl.org. The Bulletin includes the information noted above under the *Repair Manual for Steel Freight Containers, 5th edition* (reprinted 2001) description.

3. *General Guide for Container Cleaning, 2nd edition* (published 2000)

This Guide provides a series of color photographs illustrating the types of container conditions in dry-van, open-top and refrigerated containers that may or may not require cleaning. For each condition, the Guide recommends the action to be taken, if any, and the cleaning procedure to use, if the container requires cleaning. Areas covered include:

- General objective
- Safety and environmental concerns, general principles for determining when to clean

- ALL conditions for dry-vans, open-tops and refrigerated containers shown in the Guide and recommended actions, if any
- Possible harmful contamination and recommended action
- Recommended cleaning methods for all types of conditions. Candidates must know which method is recommended for each type of condition listed.

4. *Supplement on Container Inspection and Repair: Gray Areas, 2nd edition* (published 2003)

This Supplement is designed to clarify areas of container inspection and repair that have been open to interpretation. Color photographs illustrate recommendations. Areas covered include:

- How to determine if a condition requires repair; how to distinguish between damage and wear
- Determining causes of damage; judging if a repair is acceptable
- Floors: cracks, splits, broken planks, delamination, rolling shear and other conditions
- Scratches and other abrasions on interior walls
- Door gasket seal; frame members: metal loss due to corrosion
- Improper repairs: panel straightening, different roof corrugation profiles, pre-existing conditions

5. *Guide for Open Top Container Equipment Inspection* (published 2005) (reprinted 2007) (revised 2019)

This guide provides instruction regarding the inspection of Open Top Containers. Specific areas of focus are components unique to Open Top Containers such as:

- Tarps, Cables, Roof bows, and Swinging headers - In addition, attention should be given to cleaning requirements for this equipment type.

6. *International Convention for Safe Containers, 1972 (CSC)* (published 2014)

The IICL has established an online educational training course on the Convention for Safe Containers (CSC). “The safe condition and handling of shipping containers in a consistent and effective manner across the international transportation network is necessary to protect human life, cargo and the environment” said Gary Danback, IICL Technical Director. “The objective of this course is to develop an awareness and proficiency of the students in the CSC provisions applicable to container inspections, repairs and use.”

In 1972, a conference jointly convened by the United Nations and IMO was held to consider a draft convention prepared by IMO. The Convention for Safe Containers adopted by the conference had two goals:

- Maintain a high level of safety of human life in transport and handling
- Facilitate the international transport of containers by providing uniform international safety regulations. This has provided a foundation for global consistency and relevance in container safety procedures

In 1983 the original re-examination interval under Periodic Examination Scheme (PES) was extended to 30 months and the Approved Continuous Examination Program (ACEP) was adopted as an alternative to provide container owners with a choice of schemes to utilize to meet their container examination requirements.

The most recent changes that went into effect on 1 July 2014 include:

- New definitions at the beginning of annexes I and II, along with consequential amendments to ensure uniform usage of terminology throughout CSC 1972
- Amendments to align all physical dimensions and units to the International System of Units (SI)
- Marking of containers with restricted stacking capacity, as required under the relevant standard

- The inclusion in annex III of the list of deficiencies that do not require an immediate out-of-service decision by the control officer but do require additional safety measures to enable safe ongoing transport

The IICL is offering its online educational training course as a component of the IICL Container Inspector

Examination package to help candidates prepare for the Examination by highlighting key components of the CSC Convention as well as the policies and procedures necessary for container owners, operators and shippers to follow as set forth by the Convention.

7. *Preferred Electronic Data Interchange Standards (EDIS), Technical Bulletin 002, (February 2003)*
8. *Repair Manual - Materials Used For Repair. Technical Bulletin 008 (February 2011)*
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SAMPLE QUESTIONS

DIRECTIONS: Each of the questions or incomplete statements below is followed by 4 suggested answers or options. Select the one that is best in each case. Choose only **ONE** option per question, and answer **ALL** questions (score based only on number of questions answered correctly). **Answers are on bottom of page 10.**

1. Which of the following defects requires repair?

- (A) A loose door gasket
- (B) A bent J-bar that does not affect door operation
- (C) A dent 13mm (1/2 in) deep on door sill
- (D) Four dents, each 11 mm (7/16 in) deep, on contiguous outboard corrugations of a roof panel

2. Of the following conditions in a dry-van container, which one would require cleaning?

- (A) Raised mud foot prints in excess of what might normally remain after a sweep out
- (B) Dry dust covering dried floor stains as might normally be found after a sweep out
- (C) Coffee beans remaining inside the container as might occur after a sweep out
- (D) Polyurethane beads as might be expected to lodge in grooves between floorboards after a sweep out

3. An Equipment Interchange Receipt (EIR), based on an inspection with no damage found, can be evidence of a container's compliance with:

- (A) Australian Timber Component Treatment Regulations
- (B) Convention for Safe Containers (CSC) regulations through the ACEP Program
- (C) Transport under custom's seal (TIR) regulations
- (D) International Standards Organization (ISO) CEDEX codes regulations

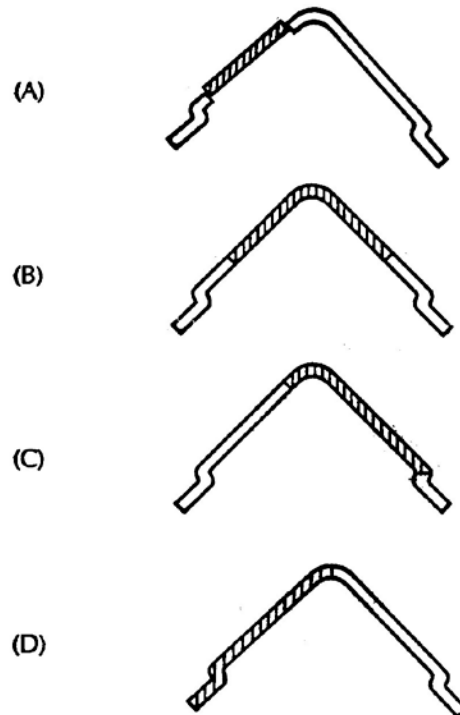
4. The top of a replacement plastic ventilator should be centered what distance from the top side rail?

- (A) 50 – 55 mm (2 - 2-3/16 in)
- (B) 70 – 75 mm (2-5/8 – 3 in)
- (C) 100 mm (4 in)

5. When must a reference line extend the full length of a bottom side rail?

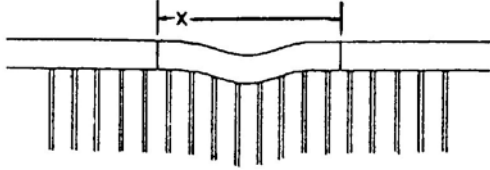
- (A) When there are two or more areas of damage on the bottom side rail
- (B) When there is a sharp bend in the bottom side rail
- (C) When there is a bowing over the entire bottom side rail
- (D) When there is additional damage to the bottom side rail so that the reference line cannot be positioned over the ends of the damage

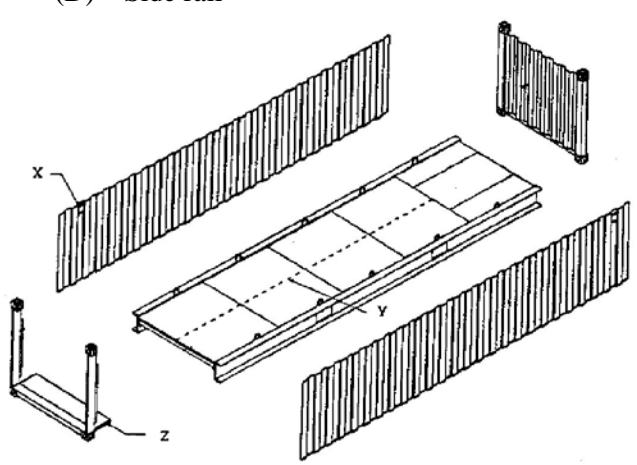
6. Which of the following profiles of corner post inserts would be considered an acceptable repair?



7. Which of the following is NOT a transverse structural member of the container?

- (A) Front sill
- (B) Tunnel rail
- (C) Rear header
- (D) Crossmember

(D) 150 mm (6 in)	(E)
<p>8. A steel corner fitting is being replaced. To ensure better weld penetration, IICL recommends that the edges of parts adjacent to the corner fitting be ground to a minimum bevel of</p> <p>(A) 30 degrees (B) 45 degrees (C) 55 degrees (D) 60 degrees</p> <p>9. Which of the following components is sometimes placed longitudinally in the container to support plywood flooring?</p> <p>(A) Transverse bow (B) Gusset (C) Hat section center spacer (D) Threshold plate</p> <p>10. Assuming owner and environmental regulations permit, which of the following procedures is NOT recommended for repairing tarpaulins or open top containers?</p> <p>(A) Cleaning the area to be covered with acetone or mineral spirit (B) Using a heat gun to fuse a patch to the tarpaulin (C) Sewing on a patch of the same material as the tarpaulin (D) Repairing a 6 mm (1/4 in) pin hole with an epoxy compound</p> <p>11. Which of the following is an example of a plank floor condition requiring repair <u>AND</u> which should be considered as damage?</p> <p>(A) A crack or split with no evidence of impact, which leaks light (B) A crack or split with a sign of impact which does not leak light (C) A crack or split, adjacent to a dented bottom rail, which leaks light (D) A crack or split, with no evidence of impact, with a loose piece</p> <p>12. Welds to corner fittings should be made with</p> <p>(A) CO₂ semi-automatic welding (B) Low hydrogen welding rods (C) Fully automatic welding (D) Arc welding</p>	<p>13. All of the following procedures are required EXCEPT</p> <p>(A) Weld smoke, spatter, etc. must be removed to permit adhesion of paint. (B) The damaged component(s) must be restored as close as possible to original size and profile. (C) Welds must be examined using radiographic or magnetic particle non-destructive testing equipment. (D) Replacement steel components must be painted with coating compatible with that originally applied to the container.</p> <p>14. Where should the reference line be placed in order to determine repairworthiness of a crossmember flange that is bent upwards?</p> <p>(A) Along the inside lower formed edge of the crossmember (B) Spaced out from the crossmember web (C) On the outermost flange surface along the full crossmember length (D) No measurement is necessary.</p> <p>15. The damaged top rail X below is to be repaired by sectioning. Care must be taken to ensure that damage area X is NOT cut less than a minimum of</p> <p>(A) 50 mm (2 in) (B) 100 mm (4 in) (C) 150 mm (6 in) (D) 200 mm (8 in)</p>  <p>16. Rework of previously straightened panels is required when</p> <p>(A) evidence of considerable hammer marks is present (B) the owner's policy requires repair (C) the straightened area is an incorrect color</p>

	(D) original profile of the corrugation is changed
<p>17. Door gaskets that are cut may be repaired by using cyanoacrylate adhesives to bond together the cut edges of the gasket, PROVIDED</p> <p>(I) No gasket material is missing (II) The cut edges of the gasket mate together (III) The cyanoacrylate adhesive will fill voids that exist at the joint</p> <p>(A) I only (B) I and II only (C) II and III only (D) I, II and III</p> <p>18. With wooden flooring, height variance between adjacent planks or panels is limited to</p> <p>(A) 5 mm (3/16 in) (B) 10 mm (3/8 in) (C) 15 mm (9/16 in) (D) 20 mm (3/4 in)</p> <p>19. In the <i>Guide for Container Damage Measurement</i>, IICL recommends a standardized procedure using set “reference dimensions” to determine if panel bows exceed ISO tolerances plus an additional IICL tolerance. The reference dimension for an outward bow in a side panel is</p> <p>(A) 5 mm (3/16 in) (B) 10 mm (3/8 in) (C) 13 mm (1/2 in) (D) 18 mm (11/16 in)</p> <p>20. Each of the following components has a single 30 mm (1¼ in) dent. Which one requires repair?</p> <p>(A) Corner post (B) Door panel (C) Roof bow (D) Bottom side rail</p>	<p>21. For which of the following repairs does IICL recommend the use of pre-blasted steel?</p> <p>(A) Sectioning of a tube-type top side rail 3 m (10 ft) in length (B) Replacement of a side panel 122 x 244 cm (4 X 8 ft) (C) Inserting of a front corner post 182 cm (6 ft) in length on a high-cube container (D) Full exterior container refurbishment</p> <p>22. When heat is used to straighten a corner post, the damaged area should be heated no more than</p> <p>(A) 550°C (1022°F) (B) 650°C (1200°F) (C) 750°C (1300°F) (D) 850°C (1560°F)</p> <p>23. Component X in the diagram below is</p> <p>(A) Marking panel (B) Top rail (C) Ventilator (D) Door hinge</p> <p>24. Component Y in the diagram below is</p> <p>(A) Outrigger (B) Crossmember (C) Center spacer (D) Side rail</p>  <p>The diagram shows a perspective view of a container side panel assembly. It includes a corrugated metal panel (X) at the top, a bottom side rail (Z) at the bottom, and a central crossmember (Y) connecting the two. A door hinge is also visible on the left side.</p>

ANSWERS TO SAMPLE QUESTIONS

1.	A	7.	B	13.	C	19.	D
2.	C	8.	B	14.	D	20.	A
3.	B	9.	C	15.	C	21.	B
4.	A	10.	C	16.	B	22.	B
5.	C	11.	C	17.	B	23.	C

Types of English Words and Phrases Used in the 2020 Examination

(FOR NON-ENGLISH SPEAKERS)

IICL has provided the English phrases below in order to assist candidates whose native language is not English in understanding the questions in the Container Inspector's Examination. Such candidates are also strongly advised to study closely the language used in the IICL manuals required for the examination. Please note that not all these expressions may be used in any one examination in any particular year; the phrases represent the general kind of language used in multiple-choice technical examinations. The phrases do **not** illustrate the type or extent of *container information* that will be tested; for review of manual and exam content, candidates should refer to the appropriate section of this Bulletin.

1. Which of the following...?	12. All of the following needs repair/are is acceptable/are correct EXCEPT...
2. Which of the following statements is true...is NOT true...is false?	13. Which of the following factors is most important?
3. All of the following are true EXCEPT...	14. Under what circumstances...conditions?
4. All of the above...none of the above.	15. In which of the following situations...?
5. Which of the following components (if any) must be repaired...should be repaired...is to be repaired... requires repair... would require repair...needs repair...would need repair...?	16. Correct steps in the repair/inspection of a container include...
6. Which of the following does NOT require repair... would NOT require repair...does NOT need to be repaired...does NOT need correction?	17. What is the principal difference between...?
7. Which of the following container defects...forms of damage...types of damage ...examples...	18. What type of substance...material...tools...?
8. Which of the following must be corrected... should be corrected...is acceptable...would be acceptable... would be considered acceptable?	19. Part X is the diagram above/below is called...?
9. Which of the following procedures/steps...is recommended by IICL...is appropriate... would be appropriate...is permitted...would be permitted/allowed/must be used/followed?	20. A defect must be repaired if it measures more than...
10. All of the following containers have sustained damage. Which would need repair...would NOT need repair...has repairworthy damage...?	21. What is the minimum criterion/criteria... length...width... distance...clearance between...?
11. Which of the following is NOT acceptable... would NOT be acceptable...would NOT be allowed...would NOT be permitted?	22. What is the maximum length...width...time?
	23. The following component/material/tool is defined as...
	24. According to IICL criteria/recommendations...
	25. Where should a reference line be placed if...? What method should be used to measure...?