

Date August 14, 2017

Subject: Announcement/Details of Gettysburg National Military Park Licensed Battlefield Guide (LBG) Written Examination and Attached Description of Entire LBG Examination Process with Information Packet

Dear Prospective Licensed Battlefield Guide:

On behalf of the Superintendent of the Gettysburg National Military Park (GNMP), I am pleased to announce that the next Licensed Battlefield Guide (LBG) Written Examination – the first required step of this multi-tiered LBG Examination Process – is scheduled for December 2, 2017, in Gettysburg, Pennsylvania, at the campus of the Harrisburg Area Community College (HACC) starting at 9:00 AM and ending at 4:30 PM.

For those who wish to proceed, a non-refundable fee of \$250.00 to cover the administrative costs of the licensing process can be paid either by check/money order or online:

1. If paying by check: A signed check in the amount of \$250.00, along with the invoice labeled “Bill for Collection” enclosed in this packet should be mailed to:

Gettysburg National Military Park, 1195 Baltimore Pike, Suite 100, Gettysburg, PA 17325, ATTN: Bonnie Martz, and postmarked by November 10, 2017.

2. If paying on-line: Visit www.pay.gov and enter “Gettysburg National Military Park” in the search field. Under Gettysburg NMP Annual Licensed Battlefield Guide Fees click “Continue to the Form” and complete the remittance process. NOTE: you will not receive a separate receipt from the park if you submit payment on-line. Payments must be received by 11:59 pm EST on November 10, 2017.

On the day of the written examination, please report to the main entrance of the Harrisburg Area Community College (HACC) Gettysburg campus for registration with government-issued photo identification by 8:15AM. The same identification must be presented for the afternoon portion of the exam at 1:15PM. There is ample free parking at the HACC-Gettysburg campus.

Items Permitted and Prohibited in the Examination Room:

You may bring a bottle of water and/or a coffee/tea container with an affixed lid cover. Do not bring any paper, pens, pencils, notes, or study sheets of any kind. All paper, pens, and pencils for taking and completing the written examination will be supplied to you. Headphones and/or earbuds are not permitted in the examination facility or room. All cell phones, smartphones, smartwatches, and/or computers of any kind are not permitted

anywhere in the examination facility or room. Failure to follow this policy shall immediately terminate your authorization to continue the entire LBG Examination Process.

Format of Written Examination:

The LBG Written Examination, Tier 1 of this process, contains two sections. The first (morning) section contains objective questions; the second (afternoon) section contains essay questions. Each section counts for 50% of the total score for Tier 1.

The first section of the written examination begins at 9AM and ends at noon. The second section of the written examination begins at 1:30PM and ends at 4:30PM. During each section, there will be one announcement informing examinees that 10 minutes remain to complete the test.

Between the two sections of the written examination, examinees must leave the premises for lunch. Photo identification will be re-checked at 1:15PM and the second section will begin at 1:30PM – no exceptions.

Knowledge Tested:

The majority of the questions on the LBG Written Examination will test your knowledge of the battle, the battlefield, and the town. Nonetheless, to become both an effective and knowledgeable Licensed Battlefield Guide, you must also be knowledgeable of the causes and consequences of the American Civil War.

Tier 1 – the written examination – addresses eight major areas of concentration: Causes of the American Civil War; Consequences of the American Civil War; the entire Pennsylvania/Gettysburg Campaign; July 1; July 2; July 3, 1863; post-battle Commemoration and Monuments; and the Soldiers' National Cemetery.

Within these eight areas, the written examination may include, *but are not limited to*, details within the following subtopics:

Knowledge of the advance into Pennsylvania of the Army of Northern Virginia and its retreat to Virginia, and the advance of the Army of the Potomac into Pennsylvania and its pursuit of the Army of Northern Virginia.

Identification and location of topographical and terrain features on the battlefield, in the town, and on relevant maps.

Identification and location of monuments and landmarks located on the battlefield and in the town, and related maps.

Knowledge of the battle, the battle's military participants, and civilians associated with the town/community, and the Army of Northern Virginia and Army of the Potomac prior to, during, and in the early aftermath of the battle.

Identification and knowledge of the strategy, tactics, equipment, insignia, terminology, and uniforms of the Army of Northern Virginia and the Army of the Potomac during the Civil War.

Knowledge of field hospitals, their locations, and the medical practices related to the Battle of Gettysburg.

Knowledge of President Lincoln's Gettysburg Address and the Soldiers' National Cemetery.

Knowledge of other major American Civil War battles.

Knowledge of social, political, economic, and diplomatic causes and consequences of the American Civil War.

Knowledge of surrenders, assassination of President Lincoln, Period of Reconstruction.

Knowledge of the National Park Service, Gettysburg National Military Park, and its primary partner, the Gettysburg Foundation.

Knowledge of questions related to being a Licensed Battlefield Guide, including the history of guiding at GNMP.

Questions about the Tier 1 –Written Exam, as well as the entire multi-tiered examination process, should be directed to me.

Sincerely,

Angela Atkinson

Supervisory Park Ranger/LBG Program Manager

Gettysburg National Military Park

1195 Baltimore Pike

Suite 100

Gettysburg, PA 17325

Email: angela_atkinson@nps.gov (please use **Licensed Battlefield Guide** in Subject line)

ATTACHMENTS/INFORMATION PACKET:

Map – Harrisburg Area Community College Campus, Gettysburg, PA

Bill for Collection – Invoice to accompany Non-Refundable Exam Deposit (if not paying on-line)

Objective and Description of Entire Revised, Multi-Tiered Gettysburg Licensed Battlefield Guide Examination Process and Information Packet

Frequently Asked Questions [FAQs]

Suggested Reading List for self-guided, self-study preparation for the entire multi-tiered LBG Examination Process

The Guiding Tradition at Gettysburg by LBG Fred Hawthorne

Is Guiding for You? by LBG Chris Rebmann