



Section 3 Guided Reading and Review The Executive Departments

A. As You Read

As you read Section 3, fill in the answers to the questions below.

1. What is another name for the executive departments? _____
2. What is the title for the heads of most executive departments? _____
3. What is the title for the head of the Department of Justice? _____
4. What are the two main duties of the heads of the executive departments? _____

5. How many executive departments are there today? _____
6. About what percentage of employees of executive departments are career people, not political appointees? _____
7. About what percentage of employees of executive departments do not work in Washington, D.C.? _____
8. What is the role of the Cabinet? _____

9. What is the process for appointing the heads of executive departments? _____

10. What is the basis for the existence of the Cabinet? _____
11. When was the first woman appointed to the Cabinet? _____
12. What President appointed the greatest number of women and minority members to the Cabinet? _____

B. Reviewing Key Terms

Define the following term in the space provided.

13. executive department _____

Pre-Test Skill 16