HFI Psychometric Tests
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The Human Factor

The Human Factor is at the heart of almost every problem in business and at the heart of every solution.

A business is only as good as its people and the wrong people in the wrong job can create difficulties of communication, hampering or bringing to a standstill the decision making process. A change in organisational structure or areas of responsibility can reveal unsuspected abilities or leave a competent manager floundering.

At every level, it is an understanding of the human factor which is fundamental. It is not only a matter of recruiting or selecting the right people. It is also a question of coaching and developing these people, and of creating systems and structures within which they can function efficiently and effectively.

Human Factors International operate at every level of a company, monitoring, assessing, training and coaching, to integrate a team which is capable of improving and developing individual and corporate performance.

Who we are

HFI is a team of business psychologists and organisation development consultants who have been providing business solutions since 1983. We combine a deep and extensive knowledge of human potential with a focus on business strategy, the business environment and the business process.

Our Special Skills

Our capability in people assessment and development is at the heart of our business. This is supported by a full range of people focused consultancy services and processes and a wealth of experience gained through working with global companies and multicultural groups.
Identifying, Developing and Retaining Talented People

The Challenge of Management

Management today is a bigger challenge than ever as Executives and managers find they have to deal with an unprecedented rate of change.

- Companies have to adapt to fast-changing technology.
- Markets emerge and change quicker than ever before.
- Companies need to focus sharply to satisfy customer demands.
- Executives and managers must be more flexible.

Yet beneath all the differences, the main problems for CEO’s and HR Directors remain the same -

- How do we identify and retain our key staff?
- What talent do we have in the organisation?
- How can we make our main board a more effective team?
- Which of our existing management can lead a key international project?
- How do I help individuals improve their performance?
- How can I reduce the costs of screening but still identify the best applicants?

HFI offer an integrated approach to selection and development, to help our clients answer these questions. We offer a range of Individual Assessments and Assessment or Development Centres which will give you objective data on which to base decisions about your people. HFI’s multi-source Performance Appraisal Programmes give existing managers the feedback they need to develop their own skills and abilities. Assessments and Appraisals lead to Executive Coaching Programmes where individual development needs can be addressed.
Identifying, Developing and Retaining Talent

HFI have a long-standing reputation of solving client’s people issues. Our approach is to develop and find the most effective instruments to solve your problems.

Research Led Approach

HFI take a research-led approach to assessment and development and have invested heavily in our assessment research programme to design the best in psychometric assessments, case studies, PC-based assessments and appraisal programmes. The result is an enviable group of assessment and appraisal packages which help solve our clients’ problems and keep them coming back to us year after year.

Choosing Assessments

When choosing assessment or development packages, it is important that they have been shown to be both valid, reliable, and minimise any bias. HFI’s suite of assessments has been statistically proven to be both valid and reliable. We test in the candidate’s first language wherever possible and use appropriate norm groups against which to compare each candidate. This way, we minimise any bias in the assessment.

The external psychometric tests which we use are generally the most long-standing and robust instruments available. For example, 16PF5 is believed to be the best researched personality inventory available in terms of reliability and validity. It is also available in many languages with appropriate norms for different cultures.

It is also important that assessment suppliers can show you how their assessments predict success in the role. HFI focus strongly on follow-up, using the data from their clients to identify trends in characteristics across their candidates. This way we can advise our clients about the characteristics of success that are inherent in a particular job within their culture.

Internet Based Assessment

hfi’s multi-lingual, online assessments can be used as stand-alone selection tests or combined with our online application forms and applicant tracking systems to provide screening and sifting solutions allowing our clients to reduce the number of applicants to manageable shortlists and assess remote applicants before undertaking the expense of meeting them.
The Best in Psychometric Assessments & Appraisal Instruments

Our approach is to combine our own assessment and development tools, with the best assessments available from a world-wide market. These tools help us evaluate potential, identify strengths and development needs, and enable our clients to make effective decisions.

Our assessments are available online enabling HR departments to administer their own psychometric assessments without having to undergo extensive training, or spend time on administration and marking.

Our online systems require minimum supervision and provide instant computer analysis and a report on each candidate. Online assessments are available in many languages including English (UK), English (US), French, Spanish, Italian, Dutch, Swedish, German, Chinese, Japanese, and Arabic.

A sample of the assessments available:

- Personality - 5 Factors
- General Reasoning - Verbal Numerical and Spatial Ability
- Problem Solving
- Analytic Skills
- Number Checking
- Discrimination Reaction Time
- Project Planning
- Workplace Values Questionnaire
- Computational Skills
- Cross Selling Aptitude
- Survey of Business Values
Assessment and Development Packages

HFI supply a number of packages which will help you identify, develop and retain talented people for your organisation. All our assessment and development packages include -

- **Individual feedback of their results to each candidate.** For recruitment, this could be a short, telephone conversation or feedback meeting. For development, this will either be a longer, more in-depth meeting between the individual and one of our psychologists, or a series of coaching sessions.

- **A comprehensive report on each candidate.** For recruitment, this will compare each candidate to your competencies or job specification. For development, this will highlight strengths and development needs. All reports contain our recommendations for ‘next steps’.
The Route to Effective Recruitment and Selection

HFI can help you make fast, effective and informed selection decisions. We develop assessments that measure against your competencies or job descriptions. The results enable you to compare candidates easily across your own criteria and maintain a high standard of management.

**Executive Assessment Package**
Designed for main board directors and executives. Candidates undergo half a day of psychometric assessments, highlighting their strengths in the context of your job. It can also include a videoed structured interview and specific industry or company case studies.

**Management Assessment Package**
Designed for established managers. Candidates undergo psychometric assessment followed by feedback. The report focuses on their suitability for the client’s vacancy and their industry.

**First Level Management Screening Package**
Our on-line assessments are ideal for screening of first level managers. HFI Psychometric tests are fast, effective and can be administered by your HR department.

**One-Day Individual Assessment Centre**
Our one-day assessment centre is an in-depth assessment for individuals being considered for a specific industry. It includes psychometric assessment, industry based case studies, presentation and structured interview. Where possible, the assessment is done in the individual’s native language.

**One, Two or Three Day Interactive Assessment Centres**
Assessment centres are run for groups of candidates. Psychometric assessment forms the basis of the assessment. Interactive exercises are run to assess each candidate’s potential against your competencies or job descriptions.
The Route to Selection or Development for International Assignments

- Understand the individual through psychometric assessment and cultural sensitivity measures
- Select individuals for an assignment
- Coach individuals and their families

Sending managers on international assignments can be risky - both for your organisation and for the individual. Assessment can help you minimise the risks by helping you choose the right person for the job. It also provides you with vital information about the type of support they will need and what you can expect from them in the first critical months.

International management assessments are conducted in most locations of the world through HFI’s international associate network. Assessments are carried out in the candidate’s first language and results are compared against relevant norm groups. HFI can also test English skills as a second language for candidates who are required to work in a multi-lingual environment. We also specialise in cultural sensitivity assessment and can provide coaching for expatriate candidates and their families.

- **International Managers Assessment Package**
  Designed for international managers. Candidates undergo thorough psychometric assessment followed by feedback. The report focuses on their suitability for the client’s vacancy within the culture of the industry and country. Assessment is carried out in the candidate’s first language.

- **Cultural Sensitivity Assessment**
  Designed for candidates being considered for an international assignment. Candidates undergo psychometric assessment followed by cultural sensitivity assessments. An interview is held with a national of the country to familiarise the candidate with the culture.

- **One-day International Manager’s Assessment Centre**
  Our one-day assessment centre is an in-depth assessment for individuals being considered for a specific assignment in a multi-national organisation. It includes psychometric assessment, industry based case studies, presentation and structured interview. Assessment is done in the individual’s mother tongue.
The Route to Development

Developing your management talent can be difficult if you don’t have objective information. Our development packages can help you by providing the objective information on which to build a development programme.

360° Appraisal Programmes

These two appraisal programmes are designed to give Managers a range of feedback on their performance. They are available in pencil & paper, disk or intranet formats. 360° Appraisal is most effective when it is followed by individual feedback of the results and can be combined with psychometric assessment.

Management Development Assessment Package

Designed for established managers. Candidates undergo thorough psychometric assessment followed by feedback. The report and feedback focuses on their development needs.

Project Manager’s Development Centre

This two-day Development Centre is designed for candidates who are being considered for a project management role. It assesses candidates against a series of generic project management competencies using in-company observers. The output is a thorough report and recommendations.

Assessment and quick-win coaching

This package is designed for Managers and Executives with a specific development need that they have already defined. Half a day of Psychometric Assessment is followed by half a day of coaching.
The Route to Building Effective Teams

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<th>Understand individual team-members through Psychometric Assessment and/or Assessment Centres</th>
<th>Offer individual and team feedback</th>
<th>Design and run development programme</th>
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Working in a team is not easy, especially at Executive and Board Level. HFI use psychometric assessment to help each individual understand their impact on the team. Individual awareness can help teams operate more effectively.
The Route to a New Career

At a transition point in their career, people are often bewildered and unable to think rationally about their options. Psychometric Assessment can help identify key themes and help individuals structure their future career.

Career Transition Assessment

Designed for individuals who are considering which way to go in their career. Psychometric Assessment is carried out, including an aptitude test to help individuals decide on their future career. Assessment is followed by an in-depth interview and a full report for the candidate.
**Introduction to HFI Psychometric Tests**

HFI offer a suite of psychometric ability and skills assessments that provide an objective, valid assessment of an individual. Our tests can be used to support selection, promotion, development and succession planning. Our own psychometric reporting software allows us to offer the latest versions of our tests which are registered with the British Psychological Society. Our assessments are used throughout the world in many languages and utilise some of the largest norm bases of any psychometric tests available.

The report layout has been designed to be easy to read and informative:

- Increased content, including information on when each assessment was taken and in what language
- Upgrades to many existing test reports
- Introduction of support for multiple report types (Standard Report, Executive Report, Psychologist’s Report)
- Easily customisable to suit client preference for brand and report style
- Additional, client focused report sections available such as Interview Questions and Competency Scores
- Allows production of multiple language reports

As part of the report upgrade, HFI are now able to offer a number of additional sections to complement their standard reports and provide additional value to our clients.

- *Interview Questions.* This section uses psychometric results to choose questions which will help you get the most out of the interview sessions with your candidate. These are based on the strengths and development needs that the tests predict.
- *Competency Scores.* This section uses psychometric results to predict each candidate’s performance in your organisation’s competencies.

Altogether we offer over 20 assessments, many of which are available in different languages.
Personality and Attitude

16PF

- Personality Indicator (PI-5)
- Workplace Values Questionnaire (WVQ)
- Personal Enterprise Profiler (PEP)
- Upwards Management Style (RI)
- Downwards Management Style (SAS)
- Leadership Decision Maze (LDM)
- Career Advice Questionnaire (CAQ)
- Motivational Values Questionnaire (MVQ)
- Sales Attitude Questionnaire (SAQ)

Aptitude Tests

- Discrimination Reaction Time Test (DRT)
- Number Checking Test (NCT)
- Letter Checking Test (LCT)

Ability Tests

- General Reasoning Test (GRT)
- Standard General Reasoning International Test (S-GRIT)
- General Reasoning International Test (GRIT Form A & GRIT Form B)

Skills and Knowledge

- Analytic Skills Test (verbal) (AST)
- Problem Analysis Test (numerical) (PAT)
- Computational Skills Test (CST)
- Project Planning Exercise (PPE)
- Proficiency In English Test (PIE)

Several of the assessments are also available in alternative languages including American English, Arabic, Chinese, Danish, Dutch, German, Finnish, French, German, Italian, Norwegian, Polish, Russian, Spanish, Swedish, Turkish and Vietnamese. Please see page 18 for a full list of tests and language availability.
Human Factors International - Psychometric Profiling

**Psychometric Profiling** provides you with an objective method for understanding an individual whether for screening, selection, personal development or team building. Human Factors offer a full range of selection packages. Each assessment is designed specifically to measure the competency requirements of your job role. We provide assessments in more than 20 languages and 40 countries worldwide.

**Individual Psychometric tests**

Human Factors’ wide range of tests, questionnaires and exercises are suitable for screening, selection and development applications and are available in most major languages. Individual test purchase is only available to individuals who have appropriate training and are registered with Human Factors. For more information on applying for registration and details on Human Factors administrator training, including BPS level A qualifications, please contact us.

**Full Service Option**

Human Factors will work with the candidate to organise the most appropriate assessment location and assign a local, fully qualified administrator to guide the candidate through the assessment. We will then interpret the results and provide you with a full, written report.

**Self-Service Option**

For clients with appropriate training who are registered with Human Factors, we are able to provide access to all of the materials needed to administer your own assessments, allowing you greater flexibility whilst also reducing your assessment costs. Of course we still support you by providing expert interpretation of the results and a complete, written report.

**Feedback Options**

**Developmental Feedback**

Ideal for successful applicants of senior job roles or for executives looking to improve their performance. Developmental feedback consists of a half day (two to three hours) with a consultant. During this time the results of the assessment will be explored in the context of the job role. The outcome is an action plan and set of methods for exploiting key strengths and minimising the impact of any development areas.
Telephone Feedback

A thirty minute telephone discussion will provide your participants with a personalised summary of the assessment results. Telephone feedback will not discuss the specific job role or the selection decision, but will focus on the individual’s results.

Additional Support Services

We will support your assessment projects according to your needs; we can provide direct support in the form of experienced consultants, or we can train your staff and external consultants. We can assist you with:

- establishing an appropriate timeline for your project
- introducing your programme to participants and other stakeholders
- tracking deadlines and progress
- advanced reporting and analysis opportunities, such as group composite reports, executive summaries, statistical analysis and benchmarking.

We can also provide follow-up coaching and advice for you and your participants.
HFI Psychometric Test Language Matrix

If you require a test in a language that is not listed here, then please contact us Help@PeopleFactors.com

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Examples of HFI Psychometric Tests Appropriate for Job Roles

The below lists typical test suites we would recommend, we can work with you to determine which measures are most suitable for any role or organisation.

<table>
<thead>
<tr>
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<th>Skills and Knowledge</th>
<th>Aptitude</th>
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<td>Team Managers / Supervisors</td>
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<td>PI-5 MVQ WQ WP PEP RL SAS LDM</td>
<td>GRT S-GRT GR/T-A GR/T-B</td>
<td>AST PAT CST PPE</td>
<td>SAQ DRT NCT LCT</td>
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</tbody>
</table>

**Screening**
- Graduate & Other screening

**Technical Professionals**
- Consultants
- Finance Officers
- HR Staff
- QA Inspectors & Staff (16PF)
- Nurses
- Teachers

**Customer Facing Roles**
- Cross Selling / Call Centres etc
- Retail Sales
- B2B Sales
- Bank Cashier

**Operatives**
- Fork Lift Truck Operators
Personality and attitude

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Personality and Attitude

16 PF

For high level assessments, Human Factors generally use the 16PF5 since it is the best researched personality inventory available in terms of history, reliability and validity. The 16PF5, recently updated and revised, reflects modern language usage and measures 16 personality factors. A recent survey of Personality Questionnaires by the Norwegian Psychological Society identified the 16PF5 as the most, if not the only, reliable personality questionnaire.

There are no right or wrong personalities as such, although there are strength and weakness implications for particular work situations. People are able to develop skills and strategies for making the most of their strengths and minimising their difficulties through education and experience; the personality questionnaire does not measure such acquired knowledge rather it measures people's predisposition to behave in specific ways.

Untimed, approximately 40 minutes

Available in:

- Afrikaans
- Chinese simplified
- Chinese traditional
- Czech
- Danish
- Dutch
- English – Australia
- English – Canadian
- English – Indian
- English – South Africa
- English – UK
- English – USA
- Filipino
- French
- German
- Greek
- Italian
- Norwegian
- Polish
- Portuguese
- Portuguese – Brazilian
- Slovak
- Spanish
- Spanish – American
- Swedish
Personality and Attitude

Personality Indicator (PI-5)

This is the latest version of our 5 factor personality analysis which gives an insight into the individual’s personality traits and likely behaviour in the job role. The results will indicate the likely behaviour patterns shown when working on their own or when interacting with others. It will also indicate those situations that the person copes with easily and those where they have more difficulty. In addition, the PI-5 calculates an assessment of Image Management, which indicates how the candidate is likely to have portrayed themselves.

Personality is less likely to change to a significant degree after the early 30s.

Untimed, approximately 15 minutes

Available in:
- Arabic
- Chinese simplified
- Czech
- Danish
- Dutch
- English - Australian
- English – UK
- English – USA
- French
- German
- Hungarian
- Italian
- Korean
- Polish
- Portuguese
- Portuguese - Brazilian
- Russian
- Spanish
- Swedish

Scores are presented graphically as a position on a scale of 1 – 10 compared with a management norm group. An explanatory narrative is also included.

The Personality Indicator (PI-5) has been audited and registered with the Psychological Testing Centre of the British Psychological Society.
Personality and Attitude

Workplace Values Questionnaire (WVQ)

This questionnaire identifies the behaviours and attitudes which the candidate believes are most important at work. They are asked to consider what values they think SHOULD be in their place of work regardless of whether they occurred in any company in which they were employed. The questionnaire compares seven values which have been identified as being key characteristics of organisations.

Untimed, approximately 15 minutes

Available in:
- Dutch
- English – UK
- French
- German
- Italian
- Russian
- Spanish

The results list the three values which the candidate identified as the most important with descriptions of each.
Personality and Attitude

Motivational Values Questionnaire (MVQ)

This questionnaire identifies which of five work related values provide an individual’s major source of motivation at work. These motivational values strongly influence the approach that a person takes to a job role. It is suitable for use with adults as part of a selection process for a job as well as for career guidance for promotion opportunities and for school leavers when choosing a career.

Untimed, approximately 20 minutes

Available in:
• Chinese simplified
• Czech
• Danish
• Dutch
• English – UK
• English – USA
• French
• German
• Italian
• Korean
• Polish
• Spanish

Scores are presented graphically with the client’s most preferred Motivational Values, compared to other people of similar backgrounds. An explanatory narrative of the preferred fields in order of preference is also included.
**Personality and Attitude**

**Personal Enterprise Profiler (PEP)**

This questionnaire identifies the values which the candidate believes are most important in the context of starting their own business. Depending on the values selected, the individual is characterised as Strongly Entrepreneurial, Enterpriser, Corporate, Expert.

Untimed, approximately 10 minutes

Available in:
- Chinese simplified
- Czech
- Dutch
- English – UK
- French
- German
- Italian
- Korean
- Polish
- Portuguese – Brazilian
- Spanish
- Swedish

*Quantitative results are shown in a graph and explained in a short narrative.*
Personality and Attitude

Upwards Management Style (RI)

Management Style upwards can be changed as a result of training or experience. An assessment of current style can indicate training needs and pinpoint areas of concern. The RI assesses a manager's typical responses to superiors in terms of three styles:

- Rebellious
- Co-operative
- Conciliatory

Untimed, approximately 10 minutes

Available in:
- Chinese simplified
- Danish
- Dutch
- English – UK
- French
- German
- Italian
- Norwegian
- Spanish
- Swedish

Results are presented in a graph showing the desired range compared with the results scored by the individual. These results are explained in a short narrative.
Personality and Attitude

Downwards Management Style (SAS)

Management Style downwards can be changed as a result of training or experience. An assessment of current style can indicate training needs and pinpoint areas of concern. The SAS assesses a manager’s typical responses to subordinates in terms of three styles: Authoritarian, Equalitarian or Permissive.

Available in
- Chinese simplified
- Czech
- Danish
- Dutch
- English – UK
- French
- German
- Italian
- Korean
- Norwegian
- Spanish
- Swedish

Results are presented in a graph showing the desired range compared with the results scored by the individual. These results are explained in a short narrative.
Personality and Attitude

Leadership Decision Maze (LDM)

This assessment identifies the dominant styles which a person is likely to use when leading a group of people. It uses a scenario approach to present a series of situations which require a series of decisions. Various options are made available from which the person has to choose their preferred decision. The outcome can be one where the issue presented is successfully resolved or the outcome can be the escalation of the problem as a result of the decision made.

The analysis identifies the proportion of decisions which are made which relate to each of the four leadership styles, namely:

- Laissez Faire
- Negative Transactional
- Positive Transactional
- Transformational

Untimed, approximately 5-10 minutes

Only Available in English – UK
Personality and Attitude

Career Advice Questionnaire (CAQ)

This questionnaire is most suitable for helping school leavers and young adults to identify their preference for an occupational area. It also provides some suggestions for job roles associated with the occupational areas. It is very useful for career counsellors and career guidance officers to structure a discussion about what kind of job roles would most interest the person.

There are twelve occupational areas defined. An analysis of the person’s responses to the questionnaire provides a rank order of the occupational areas and a percentile ranking of the occupational areas relative to an appropriate norm group. The results are presented graphically. An explanatory narrative of the most and least preferred occupational areas is provided.

Untimed, approximately 20 minutes

Only Available in English – UK

Scores are presented graphically with the client’s most preferred Occupational Areas compared to other people of the same gender and similar education. An explanatory narrative of the most and least preferred fields is also included.
Personality and Attitude

Sales Attitude Questionnaire (SAQ)

This test identifies those individuals with the work approach characteristics and values which will be effective in a role where selling is an important component.

Untimed, approximately 15 minutes

Available in:
- Czech
- Dutch
- English – UK
- French
- German
- Italian
- Korean
- Polish
- Portuguese - Brazilian

Results are shown as an explanatory narrative.
Aptitude Tests

Aptitude Tests

Discrimination Reaction Time Test (DRT)

Number Checking Test (NCT)

Letter Checking Test (LCT)
Aptitude Tests

Discrimination Reaction Test (DRT)

This test measures an individual’s ability to focus on specific features of a situation and ignore distracting or irrelevant information. It discriminates between people who need frequent and prolonged training and practice to maintain a certain level of motor skill and those who need little or intermittent practice. Performance on this test is unlikely to improve with training or practice.

Untimed, approximately 5 minutes

Only Available in English – UK

Scores are presented graphically with a comparison of speed versus accuracy.
Aptitude Tests

Number Checking Test (NCT)
This is a measure of accuracy and speed in spotting errors in tables of numbers. It is a useful indicator of attention to detail and potential for effectiveness in roles which involve data entry or numerical checking. Performance on this test can be improved to some extent by practice.

Untimed, approximately 5 minutes.

Only Available in English – UK

Scores are presented graphically with a comparison of speed versus accuracy.
Aptitude Tests

Letter Checking Test (LCT)

This tests a candidate’s accuracy and speed with comparing sets of letters randomly located in columns of similar letter sets. It is useful for identifying people who are good at inputting written information or checking the detail of printed word documents such as proof readers or people who prepare proposals. Performance on this test can be improved to some extent by practice.

Untimed, approximately 5 minutes.

Only Available in English – UK

Scores are presented graphically with a comparison of speed versus accuracy.
Ability Tests

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Ability Tests

General Reasoning (GRT) – Operational and Administrative Staff

The General Reasoning Test is indicative of the speed and accuracy with which a person will analyse numerical and verbal data, learn new concepts and understand the key requirements of new situations. It is a measure of basic ability and potential to learn, not a measure of current knowledge. Performance in this test is unlikely to improve significantly through training or practice.

Timed, 10 minutes + time for examples

Available in:
- Arabic
- Danish
- Dutch
- English – Australian
- English – UK
- English – USA
- French
- German
- Hungarian
- Italian
- Polish
- Russian
- Spanish
- Swedish
- Turkish

Scores are presented graphically as a percentile ranking compared with a management norm group.

The General Reasoning Test (GRT) has been audited and registered with the Psychological Testing Centre of the British Psychological Society
Ability Tests

Standard General Reasoning International Test (S-GRIT) – Technical professionals and Managers

The S-GRIT test is designed to assess the ability to understand and manipulate words and numbers as well as the ability to use and visualize shapes and diagrams. These general reasoning abilities are indicative of the ease with which a person will learn new skills and concepts. It is a measure of basic ability and potential to learn, not a measure of current knowledge. Performance in this test is unlikely to improve significantly through training or practice.

Timed, 15 minutes + time for examples

Available in:
- Arabic
- Chinese – simplified
- Croatian
- Czech
- Danish
- Dutch
- English – Australian
- English – UK
- English – USA
- Finnish
- French
- German
- Hungarian
- Italian
- Korean
- Norwegian
- Polish
- Portuguese
- Portuguese Brazilian
- Russian
- Slovak
- Spanish
- Swedish

Scores are presented graphically as a percentile ranking compared with a management norm group.

The Standard General Reasoning International Test (S-GRIT) has been audited and registered with the Psychological Testing Centre of the British Psychological Society
Ability Tests

General Reasoning International Test (GRIT A & GRIT B) – Senior Technical Professionals, Senior Managers, Executives

The GRIT A test is the world’s first multi-lingual general reasoning assessment and is designed to assess the ability to understand and manipulate words and numbers as well as the ability to use and visualize shapes and diagrams. These general reasoning abilities are indicative of the ease with which a person will learn new skills and concepts. It is a measure of basic ability and potential to learn, not a measure of current knowledge. High scorers tend to be fast learners who are able to manipulate abstract concepts and ideas. Low scorers tend to learn through practical activities rather than formal training, and work best in areas where they have good experience. Performance in this test is unlikely to improve significantly through training or practice.

Timed, 30 minutes + time for examples

Available in:
- Arabic
- Chinese simplified
- Chinese traditional
- Czech
- Danish
- Dutch
- English – Australian
- English – UK
- English – USA
- Finnish
- French
- German
- Hungarian
- Italian
- Norwegian
- Polish
- Portuguese
- Portuguese – Brazil
- Russian
- Spanish
- Swedish
- Turkish
- Vietnamese

Scores are presented graphically as a percentile ranking compared with a management norm group.

The General Reasoning International Test (GRIT A & GRIT B) has been audited and registered with the Psychological Testing Centre of the British Psychological Society.
Skills and Knowledge

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Proficiency in English Test (PIE)..................................................................................45
Skills and Knowledge

Analytic Skills Test (AST)

AST is a multi-lingual critical thinking assessment which evaluates an individual’s communication skills. The ability to both understand and project clear messages is very important in many work roles. Measuring the ability to pick up the important information in a spoken or written argument and derive a valid conclusion will result in better communication and understanding. A high level of analytic reasoning skills is important for the recognition, definition and communication of problems. Careful, analytical reasoning is an important part of most management roles and becomes essential in more senior roles. This is a measure of current knowledge and skill. Performance can be improved by training.

Timed, 15 minutes including instructions and examples

Available in:
- Chinese simplified
- Danish
- Dutch
- English - Australian
- English – UK
- English – USA
- Finnish
- French
- German
- Italian
- Japanese
- Korean
- Norwegian
- Polish
- Portuguese - Brazilian
- Russian
- Spanish
- Swedish
- Turkish

Scores are presented graphically as a percentile ranking compared with a management norm group.
Skills and Knowledge

Problem Analysis Test (PAT)

Also referred to as problem solving skill – this test measures the individual’s skill and knowledge of how to understand, analyse and interpret data presented numerically and in graphs and diagrams. This is a measure of the application of their knowledge and skill to problem solving. Performance can be improved by training.

Timed, 15 minutes + time for examples

Available in:
- Danish
- Dutch
- English – UK
- French
- German
- Italian
- Russian
- Spanish
- Turkish

Scores are presented graphically as a percentile ranking compared with a management norm group.

PROBLEM ANALYSIS TEST (PAT)

Candidate completed the Problem Analysis Test in English on 12/05/2008.

The PAT is designed to measure the individual's skill and knowledge of how to understand, analyse and interpret data presented numerically and in graphs and diagrams.

This is a measure of the application of Candidate’s knowledge and skill to problem solving. However, the score on an attainment test such as PAT may differ over time as he can acquire more knowledge or a higher level of skill.

From Candidate’s performance on PAT, we are able to make a direct inference about the skills and knowledge he has attained.
Skills and Knowledge

Computational Skills Test (CST)

This test offers a numerical reasoning test designed to assess arithmetic and mathematical knowledge. Performance can be improved by training.

Timed, 15 minutes

Available in:

- English – UK
- Russian

Scores are presented graphically as a percentile ranking compared with a management norm group.
Skills and Knowledge

Project Planning Exercise (PPE)

This test measures the knowledge of how to plan and organise a project in a logical and practical way. Candidates’ responses are compared against those of experts. This is a measure of current knowledge. Performance can be improved by training.

Untimed, approximately 20 minutes.

Available in:
- Dutch
- English – UK
- French
- German
- Italian
- Russian

Scores are presented graphically as a percentage correct compared to experts.
Skills and Knowledge

Proficiency In English Test (PIE)

This test assesses the level of proficiency in English and places the person in one of 4 groups that the candidate’s level of English is most similar to – Basic; Practised; Advanced; Native.

Untimed, approximately 20 minutes

Candidate completed the Proficiency In English Test on 12/05/2008.

PIE assesses ability to speak English language for candidates whose first language is not English. It assesses both grammar and vocabulary. The test illustrates to which of four groups of people Candidate’s English proficiency is most similar – Basic, Practised, Advanced, and Native. It also compares Candidate’s score to a database of people whose first language is not English.

Candidate’s PIE percentile score was 38 which means that 38% of the comparable group scorers tests, this score indicates that his level of English is Practised. This group is described below.

Practised - This places Candidate in the Practised classification for English proficiency. He has a good knowledge of the English language. He has an English vocabulary that will enable him to understand, and contribute to, many conversations in English. His level of English proficiency is equivalent to somebody who has gained a qualification learnt first year in school, or has some experience of working in an English speaking environment.

Candidate’s score has also been related to the Common European Framework of Reference for Languages (CEFR), the European standard for measuring an individual’s level of language – please see the following page for definitions.

Expected Equivalent CEFR Level: A2/B1

On the next page you will find the Common European Framework of Reference for Languages. This was developed between 1996 and 2010 by the Council of Europe’s language policy division. The aim of the framework is to provide a common system for foreign language testing and certification. Many proficiency tests used can be related to this framework, for example the Cambridge ESPOL tests (English for Speakers of Other Languages). PIE results can be linked to this framework.