


Candidate: **Betty Penske**  
Assessment: MS Excel (Office 365) (with PivotTables, Portuguese)  
Completed: July 27, 2024  
Prepared for: Susan Bookman  
HR Avatar Data Collection Account

## Test Results and Interview Guide

The MS Excel (Office 365) (with PivotTables, Portuguese) assessment measures key factors related to high performance and tenure in this job. Attribute types measured vary by test, but can include cognitive ability, skills, knowledge, personality characteristics, emotional intelligence, and past behavioral history. This report includes a one page summary, followed by detailed results with an embedded interview guide. Note that these results should always be used as a part of a balanced candidate selection process that includes independent evaluation steps, such as interviews and reference checks.



## Overall

Candidate	Score	Interpretation
<b>Betty Penske</b> bettypenske@yourcompany.org MS Excel (Office 365) (with PivotTables, Portuguese) July 27, 2024  As pontuações indicam um conhecimento prático sólido de MS Excel e planilhas. O candidato provavelmente está pronto para ser produtivo sem treinamento na utilização de planilhas com complexidade baixa a moderada.	86	 0 20 40 60 80 100

**Key**




- ▼ Candidate Score
- Higher Risk
- Lower Risk
- Custom Baseline (Optional)

## Competency Summary

Competency	Score	Interpretation
<b>Skills/Knowledge (relates to immediate readiness)</b>		
MS Excel	78	 0 20 40 60 80 100
PivotTables	95	 0 20 40 60 80 100

## Comparison

Percentile scores indicate how the candidate compares to other test-takers within various groups. The candidate scored equal to or better than the fraction of test-takers indicated by the percentile.


Test-Taker Group	Percentile	0	10	20	30	40	50	60	70	80	90	100	
Global	86th												
United States	71st												
HR Avatar Data	79th												

## Detail

Candidate: **Betty Penske**, bettypenske@yourcompany.org  
 Assessment: MS Excel (Office 365) (with PivotTables, Portuguese)  
 Authorized: July 27, 2024, by Susan Bookman, HR Avatar Data Collection Account, sue.bookman@richardson.biz  
 Started: July 27, 2024, 7:11:52AM EST  
 Completed: July 27, 2024, 7:11:52AM EST  
 Overall Score: 86

## Knowledge and Skills Detail

This section contains a list of job-related knowledge areas and skills that have been evaluated. Low scores in these areas often indicate that additional learning may be required before top performance can be achieved.

Detail	Interview Guide
<p><b>MS Excel</b> Score: 78</p>  <p><i>Description:</i> Avalia a compreensão do candidato sobre conceitos de planilhas e a capacidade de realizar tarefas básicas utilizando o software MS Office 365 Excel.</p> <p><i>Interpretation:</i> Candidate should achieve above average job performance in this area with little or no training.</p> <p>As pontuações indicam um conhecimento prático bom de MS Excel e planilhas. O candidato provavelmente está pronto para ser produtivo com pouco ou nenhum treinamento na utilização de planilhas com complexidade baixa a moderada.</p>	<p>Poderia contar sobre alguma experiência ou formação sua que precisou ou ajudou você a desenvolver seu conhecimento em MS Excel?</p> <p style="text-align: center;">★      ★      ★      ★      ★ 1            2            3            4            5</p> <p>Sem experiência ou formação relevantes      Alguma relevância      Experiência ou formação diretamente relevantes</p> <hr/> <p>Fale de um projeto ou tarefa em que você precisou criar, manter ou atualizar uma planilha Excel. O que havia na planilha e como foi o processo?</p> <p style="text-align: center;">★            ★            ★            ★            ★ 1            2            3            4            5</p> <p>Descrição clara do projeto e conhecimento claro de planilha/Excel.      Descrição fraca do projeto e/ou conhecimento fraco da ferramenta.      Pouca ou nenhuma experiência com planilhas.</p>

Detail	Interview Guide
<p><b>PivotTables</b> Score: 95</p> <p><i>Description:</i> Avalia a compreensão do candidato sobre Tabelas Dinâmicas e a capacidade de realizar tarefas básicas utilizando Tabelas Dinâmicas do software MS Office 365 Excel.</p> <p><i>Interpretation:</i> Candidate should achieve superior job performance in this area with little or no training.</p> <p>As pontuações indicam um conhecimento prático sólido de Tabelas Dinâmicas. O candidato provavelmente está pronto para ser produtivo sem treinamento na utilização de Tabelas Dinâmicas com complexidade baixa a moderada.</p>	<p>Poderia contar sobre alguma formação que ajudou você a desenvolver seu conhecimento em Tabelas Dinâmicas do MS Excel?</p> <p style="text-align: center;">★      ★      ★      ★      ★ 1      2      3      4      5</p> <p>Sem experiência ou formação relevantes      Alguma relevância      Experiência ou formação diretamente relevantes</p> <hr/> <p>Fale de alguma vez em que você utilizou uma Tabela Dinâmica. O que a Tabela Dinâmica incluía?</p> <p style="text-align: center;">★      ★      ★      ★      ★ 1      2      3      4      5</p> <p>Incapaz de fornecer um exemplo de utilização de Tabela Dinâmica ou a explicação está claramente incorreta.      Forneceu um exemplo de nível intermediário de utilização de uma Tabela Dinâmica.      Forneceu um exemplo de nível avançado de utilização de uma Tabela Dinâmica.</p>

## Identity Confirmation Photos

The following photos of the candidate and any identification were uploaded during the assessment session.

### Photo Analysis Results

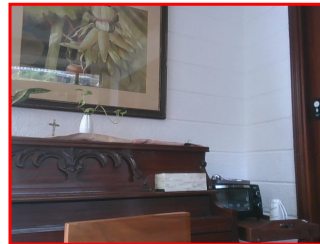
- Risk:	Medium risk of cheating based on image inconsistencies
- Percent match among processed faces	100%
- Total images processed	17
- Total images with valid faces	14 (82%)
- Total pairs of faces compared	13
- Pairs in which faces matched	13 (100%)



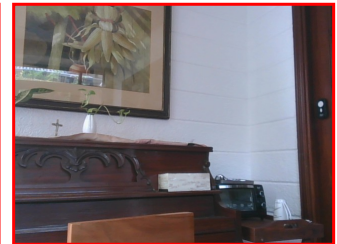
Pre/Post-Test Photo



ID Photo



In-Test Error Detected (No Face Detected)



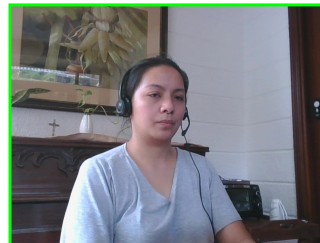
In-Test Error Detected (No Face Detected)



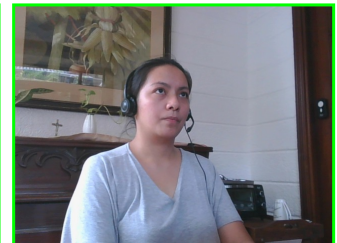
In-Test Error Detected (No Face Detected)



In-Test Photo



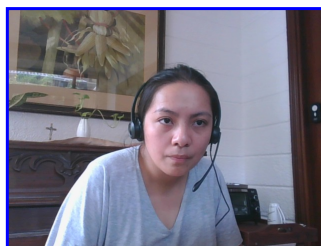
In-Test Photo



In-Test Photo



In-Test Photo



Pre/Post-Test Photo

## Report Preparation Notes

- Hiring decisions should never be based on a single source of information. The most effective use of this assessment report is as a part of a multi-faceted program of candidate evaluation that includes resume review, interviews, and reference checks.
- Overall vs Percentiles Scores: The overall score reflects the success in the test, based on the mean (average) and standard deviation of the test scores. The percentile score reflects the percentage of test-takers who scored equal or below this overall score. We recommend you use the Overall Score as your primary evaluation criteria. However, percentile scores can often be useful in comparing specific candidates against one another and with a group, such as for test takers in a certain organization or within a certain account.
- Note that comparison information is calculated based on completed instances of this assessment at that time the assessment is scored. As additional instances are completed, the comparative data may change. You can always update a report to the current values by clicking on 'Recalculate Percentiles' within the online results viewing pages at [www.hravatar.com](http://www.hravatar.com).
- Most competency scores are norm-based, which means that they can be interpreted in terms of their distance from the average or mean score. For all scales, a score equal to the mean receives a score of 65 and scores above and below this value are set so that a score change of 15 equals one standard deviation.
- For linear competencies, higher is better across the entire scale. For these scales a score between 65 and 80 (light green) represents 0 to 1 standard deviation above the mean and a score above 80 (dark green) represents more than one standard deviation above the mean. Similarly, a score of 50 - 65 (yellow) represents 0 to 1 standard deviation below the mean, while a score of 35 - 50 (orange) equates to 1 to 2 standard deviations below the mean, and a score below 35 represents more than 2 standard deviations below the mean.
- Sim ID: 15914-1, Key: 0-0, Rpt: 68, Prd: 6775, Created: 2024-07-27 12:11 UTC
- UA: Mozilla/5.0 (Windows NT 6.3; Trident/7.0; Touch; rv:11.0) like Gecko

## Score Calculation Detail

The following table provides a summary of how the overall score was calculated from the individual competency scores. Competency scores are calculated on a 0-100 scale by first calculating a Z statistic based on test-taker responses and then transforming the Z value to a scale with target mean and standard deviation. Certain competencies have a normal score distribution where it is best to be closest to the mean. For these competencies we modify the Z statistic by multiplying its absolute value by minus 1 for the overall score calculation. Next, to calculate the overall score, a weighted average of all modified competency Z statistics is computed and this weighted average is itself transformed to a Z statistic, which is then transformed to a score with the same target mean and standard deviation. Finally outlier scores are adjusted if they are below 0 or above 100.

Competency	Score	How applied to overall	Score Value Used	Weight (%)
MS Excel	78.0635	Z-Statistic	0.8709	50.0000
PivotTables	95.6198	Z-Statistic	2.0413	50.0000

Weighted Average of Competency Z-Scores:	1.4561
Mean applied to Raw Weighted Avg:	0.0000
Standard Deviation applied to Raw Weighted Avg:	1.0000
Normalized Raw Score:	1.4561
Mean:	65.0000
Standard Deviation Used:	15.0000
Final Overall Score:	86.8417

## Notes

(This area is intentionally blank - it's reserved as space for your notes.)