Test Results and Interview Guide

Candidate: **Richard Wantsajob**
Assessment: Instructional Designer (Spanish)
Completed: October 26, 2024
Prepared for: Sara Maple
Example Company

What's Included

- Overall Score
- Competency Summary Table
- Comparison Matrix
- Detailed Competency Results with Interview Guide

Important Note: The Instructional Designer (Spanish) 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
Richard Wantsajob rich.wantsajob@gmail.com Instructional Designer (Spanish) October 26, 2024	**72**	

Summary: Moderate to High Performance Potential
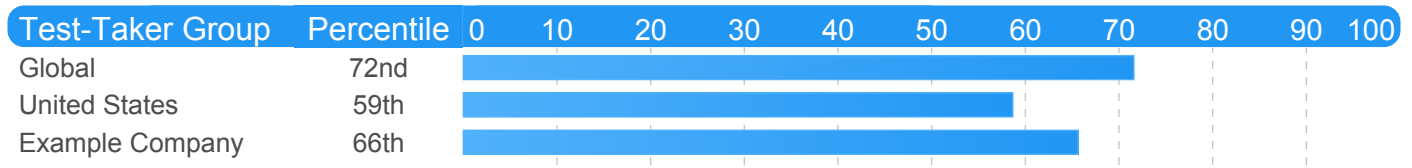
Key

- Candidate Score
- Higher Risk
- Lower Risk

Competency Summary

Competency	Score	Interpretation
Cognitive Abilities (relates to job performance, problem-solving, ability to learn, etc.)		
Analytical Thinking and Attention to Detail	72	
Skills/Knowledge (relates to immediate readiness)		
Data Entry	75	
Project Management Fundamentals	73	
Writing	89	
Personality Characteristics (relates to fit with the job/team environment)		
Adaptability	74	
Integrity	10	
Drive	71	
Resilience	63	
Teamwork	91	
Emotional Intelligence (relates to situational judgment, performance and teamwork)		
Empathy and Emotional Self-Control	91	
Scored Survey Questions (Custom Questions)		
History Survey - Performance	67	
History Survey - Tenure	70	

Importance to Job

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	72nd											
United States	59th											
Example Company	66th											

Detail

Candidate: **Richard Wantsajob,** rich.wantsajob@gmail.com
Assessment: Instructional Designer (Spanish)
Authorized: October 26, 2024, by Sara Maple, Example Company, qamailsaram.mike@hravatar.com
Started: October 25, 2024, 9:15:56 PM EDT
Completed: October 25, 2024, 9:15:56 PM EDT
Overall Score: 72

Cognitive Abilities Detail

This section contains a list of job-related cognitive abilities that have been evaluated in a job-like context using simulation technology. Studies have demonstrated that cognitive abilities are highly correlated with job performance for many jobs. Abilities also correlate with problem-solving and the ability to learn quickly.

Detail	Interview Guide

**Analytical Thinking
and Attention to Detail**
Score: 72
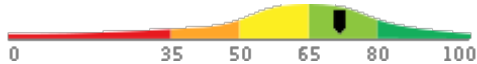
Description:

This scale indicates both the capacity to think in a thoughtful, discerning way, to solve problems, utilize resources, analyze data, and apply attention to detail. Individuals who demonstrate high amounts of analytical thinking are able to recognize patterns rapidly, navigate through problems, and resolve difficult problems systematically. Individuals who demonstrate high attention to detail produce work products that are consistently accurate and require little checking. They rarely forget schedule commitments or overlook even the smallest details.

Interpretation:

Strong scores in this area correlate with above average performance for many jobs.

Usually able to think in a thoughtful, discerning way. Capable of solving difficult problems, planning many-featured tasks and projects, organizing multiple resources, and analyzing complex data with only occasional assistance. Usually able to quickly recall and use information when needed or appropriate. Additionally, can usually achieve a high degree of thoroughness and accuracy in work tasks.

Describe a time when you were given a problem without a lot of guidance or information. How did you handle that situation?

| 1	2	3	4	5
Unable to problem solve with ease, use a systematic approach, or utilize resources. Was not thoughtful.		Demonstrates the ability to (1) problem solve with ease and (2) utilize resources. Doesn't do so systematically. Was thoughtful.		Demonstrates the ability to (1) problem solve with ease, (2) use a systematic approach, and (3) utilize resources. Was thoughtful.

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

Data Entry
Score: 75
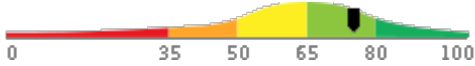
Description:
The ability to accurately enter information into computer-based forms.

Interpretation:
Candidate should achieve above average job performance in this area with little or no training.

Usually enters data into computer forms reliably and accurately. However, occasional mistakes indicate that regular reviews may be required to ensure accuracy.

Describe how you ensure accuracy in your work, particularly when entering information into a computer.

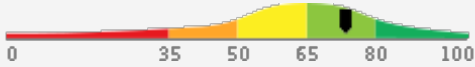| ☆ 1	☆ 2	☆ 3	☆ 4	☆ 5
Doesn't provide any adequate strategies for ensuring accuracy in their work.		Doesn't provide any adequate strategies for ensuring accuracy in their work.		Provides two or more effective strategies for ensuring accuracy in their work. (i.e. manually checking, using database management tools, etc.)

Project Management Fundamentals
Score: 73

Description:
Evaluates the candidate's knowledge of Project Management principles and practices, with an aim to determine the degree of training that will be required before the candidate can be expected to become productive.

Interpretation:
Candidate should achieve above average job performance in this area with little or no training.

Scores indicate good working knowledge of Project Management principles and practices. Candidate is likely ready to be productive with very little basic training or with immediate entry into advanced training.

Tell me about a project or task where your knowledge of Project Management principles and practices was required for success. How did it go?

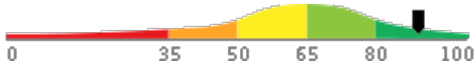| ☆ 1	☆ 2	☆ 3	☆ 4	☆ 5
Example didn't require or demonstrate knowledge.		Knowledge was only moderately important or moderately demonstrated in example.		Clearly relevant application and demonstration of knowledge.

Detail

Writing
Score: 89

Description:

The ability to be concise, friendly, and accurate when drafting written communications.

Interpretation:

Superior writing skills can positively impact performance in many jobs.

Significantly above average. Conveys ideas accurately in a clear, concise and succinct format. See writing sample section of report for raw essay(s) submitted.

• Raw computed score: 80
• Computed score confidence: 75
• Approximate Word Count: 247

Please see below to view the essay submitted.

Interview Guide

Are you comfortable when you need to express yourself through writing? Do you feel confident you can get the right message across? Tell me about a project or task where your writing skills were required for success. How did it go?

☆	☆	☆	☆	☆
1	2	3	4	5
Not confident in own writing ability. Prefers speaking.		Somewhat confident in own writing ability. Writes frequently.		Very confident in ability to write. Has received compliments on clarity of written correspondences.

Personality Characteristics Detail

This section contains a list of personality characteristics that are frequently associated with job performance. Remember, these are not skills and do not indicate the ability to do a job. Rather, they can be used to evaluate the candidate's fit with the general needs of the job and the organizational culture. Sample interview questions are provided to gather more information.

Detail

Adaptability
Score: 74
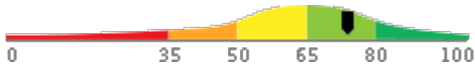
Description:

This scale reflects how accepting a person is of frequent or substantial changes in his or her job requirements. Changing work requirements usually cause stress and put pressure on an individual to adapt. High scorers usually thrive under changing work conditions, while low scorers may burn out or become paralyzed. In more stable job circumstances, high scorers may become bored, while low scorers would remain satisfied.

Interpretation:

The candidate's score in this area should contribute to enhanced overall job performance.

Prefers a dynamic work environment. Able to remain focused and positive in times of significant workplace change. Fairly easy-going and relaxed. However, may appear uninterested under certain circumstances.

Interview Guide

Describe a time where you had to adapt to some significant changes at work. How did you feel? How did you handle the change?

☆	☆	☆	☆	☆
1	2	3	4	5
Feelings: Strong Dislike or Very Resistant. Weren't able to handle the change or needed significant help.		Feelings: Unfazed or Slightly Resistant. Handled the situation & change only impacted their work in a minor way.		Feelings: Excited or Comfortable. Handled the situation well and in a way that didn't interfere with their work.

hr|avatar
Illuminating Talent

Detail	Interview Guide

Integrity
Score: 10
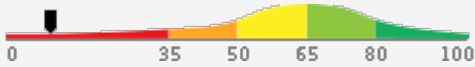
Description:

This scale reflects the degree to which an individual acts positively towards the organization, avoids unnecessary risk, and, simply put, does the right thing. High scores on this scale indicate a person will act in the organization's best interest, follow the rules, and work hard under limited supervision. Low scores on this scale indicate a person may engage in risk-taking behaviors, work to undermine the organization, and only do the bare minimum.

Interpretation:

The candidate's score in this area indicates risk of a negative impact on performance for some jobs. Additional probing is strongly recommended.

Distrusts the organization and management. Frequently assumes new ideas or changes will have a negative individual impact. Can be defensive regarding his or her own work, or show hostility towards management or company policies. May take unnecessary risks on the job.

Do you think it's ever okay to withhold information from your supervisor? How would you judge whether doing so is okay or not?

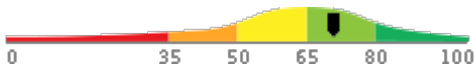| 1	2	3	4	5
☆	☆	☆	☆	☆
Answer shows that they are not concerned about ethics or organizational values/rules.		Explains only situational circumstances. Judgement does not stem from an ethical standpoint.		Explains only situational circumstances, or no circumstances. Judgement stems from ethical standards.

Drive
Score: 71

Description:

This scale reflects the degree to which an individual will work hard to achieve goals and solve critical problems in the organization. High scores on this scale indicate a person will be diligent in their work and use all necessary sources to solve problems. Low scores on this scale indicate a person may be unenthusiastic about work and may struggle with complex tasks and challenges.

Interpretation:

The candidate's score in this area should contribute to enhanced overall job performance.

Motivated by challenging goals and tasks, financial reward, and/or recognition, and willing to work hard to succeed. Focused on understanding and following guidelines, personal achievement, and meeting or exceeding quality and production standards.

How do you respond when the going gets tough and it seems like you and your team are facing a nearly impossible task?

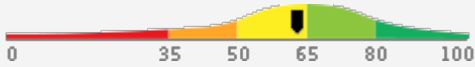| 1	2	3	4	5
☆	☆	☆	☆	☆
They are unenthusiastic. They respond by working to their expectations or less due to being overwhelmed.		Their feelings are neutral. They respond by working hard to achieve the goal.		They are enthusiastic. They respond by working hard to achieve the goal and by using all necessary sources.

Detail

Interview Guide

Resilience
Score: 63

| 0 | 35 | 50 | 65 | 80 | 100 |

Description:

This scale reflects the degree to which an individual can withstand adversity, bounce back from difficult events, and be persistent in doing work tasks despite difficulties that come their way. High scores on this scale indicate a person will likely be able to deal with difficult situations with ease, perceive they have control over events in their life, and continue to push forward to achieve goals. Low scores on this scale indicate a person may claim that mistakes/failures were out of their control. Low scorers tend to not cope well with on-the-job stress and don't put in the extra effort to achieve success when obstacles come their way.

Please note that resilience is not a fixed trait. Unlike many other personality characteristics, resilience can be developed over time. Additionally, multiple factors can influence how resilient a person is within a specific situation. In recognition of these features, additional probing using suggested interview questions is strongly recommended.

Interpretation:

The candidate's score in this area indicates neither a positive nor a negative impact on performance.

Responses indicate that the candidate is moderately effective at working through difficulties at work. They likely can exhibit positive emotions and the ability to take control of events. Candidate may need guidance or supervision pushing forward to achieve their goals when obstacles come their way.

How do you normally react to bad news?

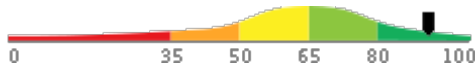| ☆	☆	☆	☆	☆
1	2	3	4	5
They get upset and don't know how to work through the challenges.		They get upset, however they see the positive outlook and have a plan to fix the challenges.		They are able to see the positive outlook in the long run and it doesn't impact their work.

Detail

Interview Guide

Teamwork
Score: 91

Description:

This scale reflects the degree to which an individual works well with teams and maintains positive interpersonal relationships. High scores on this scale indicate a person will thrive in collaborative team settings and maintain high-quality relationships with coworkers. Low scores on this scale indicate a person will prefer working on individual projects and may struggle to maintain close working relationships with colleagues.

Interpretation:

The candidate's score in this area should contribute to enhanced overall job performance.

Actively cultivates and maintains relationships. Able to quickly establish rapport with new acquaintances and accurately sense others' feelings. Maintains positive relationships with colleagues and uses them to achieve work outcomes and meet goals.

Describe a time when you were faced with a conflict while working on a team. How did you handle it?

| 1	2	3	4	5
They are unable to appropriately handle conflicting circumstances while working on a team.		They are able to handle conflicting circumstances by being a team player, showing empathy, OR problem solving as a group.		They are able to handle conflicting circumstances by being a team player, showing empathy, AND problem solving as a group.

Emotional Intelligence Detail

This section contains a list of emotional intelligence characteristics that indicate how tuned in a candidate is to his or her own emotions, and those of others, as well as the candidate's ability to control his or her behavior in light of the emotions he or she is experiencing. These traits can often impact performance in groups or teams. Sample interview questions are provided to gather more information.

Detail	Interview Guide

Empathy and Emotional Self-Control
Score: 91
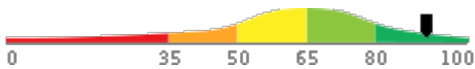
Description:

This scale reflects both the ability to sense and understand other people's feelings, feel sympathy for others, and see things from other people's point of view, and the ability to manage the desire to satisfy urges or impulses, showing restraint and managing behaviors to ensure appropriate and effective interactions with others.

Interpretation:

The candidate's score in this area should contribute to enhanced overall job performance.

Demonstrates exceptional strengths in sensing the emotional needs of others, sympathizing with other people's problems, and seeing things from other people's point of view. Likely to be very effective at demonstrating to customers or coworkers that they understand and care about them, resulting in significantly improved customer loyalty, much stronger work relationships, and noticeably reduced levels of conflict in the workplace.

What do you typically do when you are working closely with someone who is very upset?

1	2	3	4	5
They have an inappropriate response and don't demonstrate understanding or care.		They (1) have an appropriate response and (2) demonstrate understanding but unable to show the customer that they care.		They (1) have an appropriate response (2) demonstrate understanding and (3) show the customer that they care.

Scored Survey Detail

This section provides additional detail on the candidate's scored survey responses. Potential caution areas (if any) are specified in each detail section.

Detail	Interview Guide

History Survey - Performance
Score: 67

Description:

Evaluates elements of the candidate's past work and education history to identify indications of high or low performance potential.

Describe how your past performance makes you a good candidate for this job.

1	2	3	4	5
No examples or rationale given.		Weak connection between past and future.		Clear connection between past and future.

Detail

Interview Guide

History Survey - Tenure

Score: 70

Description:

Evaluates a candidate's past employment history and related factors for indications of potentially low job tenure.

What are some of the reasons you have left previous jobs?

☆	☆	☆	☆	☆
1	2	3	4	5
Many different reasons. Blames employer.		Circumstances for leaving generally credible or somewhat outside control.		Reasonable rationale or circumstances clearly outside control.

Writing Sample(s)

During the assessment, the candidate was asked to write one or more passages. The text they wrote is included in the table below for review.

Writing Sample - Question	Response
Please write an essay describing the keys to creative writing.	This is a sample essay. In a real test situation, the candidate or test taker would write an essay as a part of their assessment, in response to the question associated with this entry. All reports will share their writing as received. In some cases, our artificial intelligence engine will process their response to create a numerical score. Our system also checks for plagiarism, both among previously submitted essays, and the broader Internet. Additionally, spelling, grammar, and style checks are performed. Essay typically are from 150 to 600 words. They can be written in response to an explicit question, or they can be free-form responses to general questions.

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)

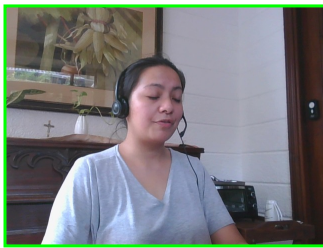*In-Test Error Detected (No Face Detected)*

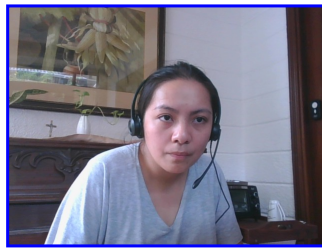*In-Test Photo*

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.
- 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.
- This assessment makes use of data from the Occupational Information Network (O*NET), which is funded by the U.S. Federal Government - U.S. Department of Labor/Employment and Training Administration (USDOL/ETA) - as a primary source of occupational information. The O*NET database contains information on hundreds of standardized and occupation-specific descriptors that are continually updated by ongoing research. These data are used in preparing descriptive information as well as setting relative weights between competencies used in calculating the overall score. For additional information about O*NET, visit http://www.onetcenter.org.
- O*Net Standard Occupational Code (SOC) Used: 25-9031.00
- O*Net Version: 26.3
- Sim ID: 16280-1, Key: 0-0, Rpt: 91, Prd: 7281, Created: 2024-10-26 01:15 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 (%)
Adaptability	74.4122	Z-Statistic	0.6275	4.6867
Data Entry	75.6464	Z-Statistic	0.7098	8.2324
Empathy and Emotional Self-Control	91.2999	Z-Statistic	1.7533	6.1743
History Survey - Performance	67.1342	Z-Statistic	0.1423	6.1743
History Survey - Tenure	70.1680	Z-Statistic	0.3445	6.1743
Project Management Fundamentals	73.9094	Z-Statistic	0.5940	8.2324
Integrity	10.0000	Z-Statistic	-3.6667	4.9163
Drive	71.3707	Z-Statistic	0.4247	4.8353
Analytical Thinking and Attention to Detail	72.2534	Z-Statistic	0.4836	32.7045
Writing	89.8493	Z-Statistic	1.6566	8.3611
Resilience	63.3216	Z-Statistic	-0.1119	4.8217
Teamwork	91.5520	Z-Statistic	1.7701	4.6867
Weighted Average of Competency Z-Scores:				0.4895
Mean applied to Raw Weighted Avg:				0.0000
Standard Deviation applied to Raw Weighted Avg:				1.0000
Normalized Raw Score:				0.4895
Mean:				65.0000
Standard Deviation Used:				15.0000
Final Overall Score:				72.3432

Notes

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