

The Answer

Assessment For: Joe Example

Report Type: Management

Assessment Date: 5/11/2013

**For More Information
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Name: Joe Example

Date: 5/11/2013

Company: XYZ Corporation

----- Mental Aptitudes -----

Mental Acuity

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Joe, you are high in Mental Acuity, indicating you are a fast thinker with an above-average critical thinking ability. Reasoning skills are good and you should have a good ability to make responsible decisions and solve challenging problems within a short period of time.

Business Terms

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Your knowledge of business terminology is superior, reflecting the probability that you are interested in business matters and have gained experience either through your work or in business classes.

Memory Recall

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You have a superior knowledge of events happening in the world around you and should be strongly aware of competitive trends, as well as the economy's affect on business.

Vocabulary

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Joe, your language skills are good and should enable you to communicate effectively with others.

Numerical Perception

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Your above-average Numerical Perception score indicates you can process data quickly and carefully.

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Mechanical Interest

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You have high mechanical interest and probably have the ability to understand information regarding mechanical equipment. This aptitude, however, measures only interest, not mechanical ability.

----- Personality Structure -----

Energy

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Joe, you are a very energized individual who takes an active approach to job assignments and other matters. Even though you have a high drive and energy level, you could lose your ability to concentrate due to your high degree of tension. This, in turn, can cause errors. If at all possible, you need opportunities during the day to move around and expend excess energy.

Flexibility

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You are an ethical individual with a good sense of integrity, but are also creative, adaptable to change and able to handle multiple demands and assignments. You will stick to the "tried and true" on certain occasions, but also can generate new ways of doing things. You remain focused on your goals and committed to quality, but are innovative enough to look for new techniques which could advance the company you work for in the marketplace.

Organization

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You may not always utilize the time or resources you have available to you, since you prefer to react to circumstances as they happen. Schedule changes and interruptions do not bother you, but at times you may appear to be unfocused on your goals. A high score in Mental Acuity may compensate for a low score in this dimension.

Communication

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Having a closed communication style, you work better if you do not have to constantly interact with strangers. With people you do not know well, you seldom seek feedback, and you do not find it easy to express your own ideas and feelings to them. If you must communicate with others on a regular basis, you will be very cautious and will avoid, if at all possible, upward communication.

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Emotional Dev

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Joe, you can be a very impatient individual who expects a great deal from yourself and, at times, others. When you do not reach the goals you have set for yourself, even though they may be unrealistic to begin with, you can begin to lose confidence in yourself. You like to see immediate results and can become your own worst critic. It should be noted that scores will normally become higher as individuals advance in age.

Assertiveness

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You are an assertive individual who does not hesitate to express your own opinions and stand up for your beliefs. You like control and responsibility, and will attempt to influence others and direct activities. Since you can forcefully express your opinions and viewpoints, you can appear overly aggressive, at times.

Competitiveness

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You have a strong competitive drive and desire to compete, and take pride in winning. Although you will participate in a team competitive effort, you particularly enjoy situations which allow you to compete on your own. You will be a strong competitor, always prepared to meet or exceed your goals and win.

Mental Toughness

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You are a very sensitive person who is concerned about the needs of others. You prefer working in an aesthetic, comfortable environment free from criticism, rejection, etc. Criticism may hurt your feelings and you can allow emotions to take over when making good decisions.

Questioning /Probing

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You are trusting, but also cautious. You will ask reasonable, but direct, questions to determine the motives behind a decision or action, and will probe to better analyze a situation.

Motivation

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

Joe, you need some job security, but can be motivated by recognition for your achievements when the rewards are sufficient. You will usually respond to the promise of a raise, bonus, incentive or reward for improved performance.

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----- **Validity Scales** -----

Distortion

① ② **③** ④ ⑤ ⑥ ⑦ ⑧ ⑨

You are a secure person who is not afraid to admit your weaknesses. You are also good at assessing your strengths. You tend to be open and frank.

Equivocation

① **②** ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

You have scored within our acceptable equivocation range.

This report is confidential and is an opinion based on test results and other available data. In the selection process it may count up to one third (1/3) of the decision process along with the interview, reference check, education and experience.

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Score Sheet MANAGEMENT

Mental Aptitudes												
		1	2	3	4	5	6	7	8	9		
MENTAL ACUITY	Slow Learn							X			[.]	Fast Learn
BUSINESS TERMS	Uninformed										[. X]	Knowledgeable
MEMORY RECALL	Unaware										[. X]	Aware
VOCABULARY	Limited						X				[.]	Strong
NUMERICAL PERCEPTION	Imprecise							X			[X]	Accurate
MECHANICAL INTEREST	Indifferent										[X]	Interested
Personality Dimensions												
		1	2	3	4	5	6	7	8	9		
ENERGY	Restless		X								[.]	Calm
FLEXIBILITY	Flexible					X					[. . . X . . .]	Rigid
ORGANIZATION	Disorganized		X								[.]	Planful
COMMUNICATION	Reserved		X								[.]	Interactive
EMOTIONAL DEV	Impatient		X								[.]	Tolerant
ASSERTIVENESS	Cooperative										[. . . X . . .]	Authoritative
COMPETITIVENESS	Team Player									X	[.]	Individualist
MENTAL TOUGHNESS	Sensitive		X								[.]	Tough
QUESTIONING /PROBING	Trusting										[. X]	Skeptical
MOTIVATION	Security										[. X]	Recognition
Validity Scales												
		1	2	3	4	5	6	7	8	9		
DISTORTION	Frank Answer										[. X]	Exaggerates
EQUIVOCATION	Choose Alter.										[. . . X]	Choose Middle

STANINE: The STANINE is a system of measurements which divides the population into nine parts.

NOTE: Areas with dots and brackets ([.....]) are of primary importance with the dots and brackets reflecting the most desirable range for an individual to score in to have those characteristics. Areas without dots and brackets are secondary areas that provide additional information regarding the individual.

AREAS OF CONCERN - Scores of 1 OR 2 in any of the following dimensions:
Energy, Flexibility, Emotional Development OR Mental Toughness are areas of concern.

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Leadership Traits Assessment

Introduction

This report section evaluates Joe's traits in five key areas of leadership:

- Planning
- Organizing
- Staffing
- Coaching
- Facilitating

Areas with good leadership traits are identified on the following pages as well as those where training or development would be beneficial.

Joe may or may not be one of the better people employed in a specific organization. If Joe is a top performer in your organization, when compared to top performing leaders across America and Canada, this report segment may still highlight areas where development could make the individual a still better leader. Therefore, this Leadership Traits assessment should be reviewed in light of "what could make a good leader even better," with understanding that within human beings, there is always room for improvement.

Leadership Potential

Summary Report

for: Joe Example

Joe's Training & Development Needs are:

- **Planning** - learn how to better plan and organize required job functions, activities and requirements.
- **Organizing** - learn how to organize and make better use of time and assets required to successfully perform the job or job requirements.
- **Staffing** - learn how to make better staffing selections as well as how to train, motivate and lead others.
- **Coaching** - learn how to better lead others to achieve what they are capable of as well as fulfilling the requirements of the job or job functions.
- **Facilitating** - learn how to better monitor the achievements of others versus the plan, job description and/or job functions and requirements.

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Sales Traits Assessments

Introduction

This report section evaluates Joe's traits in key areas of sales:

- Persistence and consistency
- Ability to meet and communicate effectively with people
- Ability to command respect
- Setting goals to win, excel and achieve
- Developing rapport
- Identifying need or desire
- Presenting product/service to fill prospect's needs
- Dealing with objections
- Closing the sale
- Learning speed & efficiency
- Changing, growing and learning new concepts and ideas

Areas with good sales traits are highlighted with traits identified in which training or development would be beneficial.

Joe may or may not be one of the better people employed in a specific organization. If Joe is a top performer in your organization, when compared to top performing salespeople across America and Canada, this report segment may still highlight areas where development could make the individual a still better salesperson. Therefore, this Sales Traits Assessment should be reviewed in light of "what could make a good salesperson even better," with understanding that within human beings, there is always room for improvement.

Sales Potential

Summary Report for: Joe Example

Joe has good sales potential. Strengths Include:

- Learning speed and Efficiency
- Ability to command respect
- Setting goals to win, excel and achieve
- Changing, growing and learning new concepts and ideas
- Identifying need or desire
- Presenting Product/Service to fill prospect's needs
- Dealing with objections
- Closing the sale

Yet, further development in the following critical area(s) will be beneficial:

- Persistence and Consistency
- Ability to meet and communicate effectively with people

Joe could also benefit from further training in:

- Developing Rapport

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Development Suggestions

Introduction

The behavior of each individual is influenced by genetics, biochemistry and environment. The individual's scores related in this assessment depict the individual as of the date and time the individual took the assessment.

Major changes in biochemistry and/or environment can change the scores on the assessment. Effective training and/or development that the individual is exposed to can and should also affect scores.

Consequently, for those individuals who seek to achieve higher levels of productivity and success in their jobs and life, and for those employers who desire such for the people they employ, we have carefully reviewed the training and development materials available in the marketplace and have selected for recommendation those that we deem appropriate to suggest in areas where the person assessed could benefit most from growth and development.

We trust that you will find these suggestions helpful.

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Personal Development Suggestions

Energy - Measures drive, energy, stress level and tension, and how an individual copes with stress or pressure.

You are an energetic individual who approaches tasks in a vigorous manner. Due to your high drive level, you will tackle projects energetically, but could lose your ability to concentrate if tension mounts to an extreme level. Because of your tension level, you need opportunities during the day to move around and expend excess energy. Your self-affirmation sentence:

"I am relaxed so I achieve more."

Steps to Effect Change

1. Consider a medical examination to learn whether your tension level needs medical attention. If physically able, beginning a daily exercise program involving the following or similar activities would be wise, if you are not already involved in any of these activities on a regularly scheduled basis:
 - A. Running or jogging, aerobic dance, exercise or walking.
 - B. Tennis, badminton, volleyball, racquetball
 - C. Swimming, golf, bicycling.
2. If your physical activity is severely limited, schedule breaks for yourself, exercise or use other tension-reducing relaxation techniques. In addition, refraining from stimulants such as tobacco, refined sugar, caffeine, etc., will be helpful.
3. Other approaches you might consider to deal with tension are biofeedback and/or hypnosis relaxation or meditation therapies of all types, under the guidance of a professional.

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Personal Development Suggestions

Organization - Measures a person's attitude about organization, planning, how tasks are performed and how one's life is lived.

Planning your time and activities in advance does not come naturally to you. Since your plans are not always thorough, you may not take full advantage of the time and resources you have available to you to reach goals and objectives. A high score in Mental Acuity may help you compensate for a low score in this dimension.

Your self-affirmation sentence:

"I am organized in my life so I achieve more."

Steps to Effect Change

1. Good time and space management calls for a specific activity plan to identify priorities by the day or week. For sixty days, list daily plans on paper, then mentally list the six most important things to be done the following day, ranking them by priority, and the time allotted to each item. You will then have a good grasp of what must be done, prior to beginning each day.
2. To avoid losing track of important details you might need for certain tasks, such as filing your income tax, good recordkeeping is mandatory. Select a certain place to keep important records and discipline yourself to always put important papers in that one location.
3. Daily, weekly and monthly planning - even yearly planning - will help keep you on an organized and productive basis. Set goals and reach them.
4. Avoid any distractions which take you off track. If necessary, tell people around you what you are attempting to accomplish, so you will be less likely to be interrupted.

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Personal Development Suggestions

Communication - Measures introversion vs. extroversion and the ability to meet and deal with people.

Having a closed communication style, you work better if you do not have to constantly interact with strangers. With people you do not know well, you seldom seek feedback, and you do not find it easy to express your own ideas and feelings to them. If you must communicate with others on a regular basis, you will be very cautious and will avoid, if at all possible, upward communication.

Your self-affirmation sentence:

"I am comfortable interacting with others."

Steps to Effect Change

1. It is highly recommended that you take a course in public speaking. More than one course may be required for the introverted individual until self-confidence is taught and a higher score registered on sociability. Motivational tapes, books and programs will help.
2. If you must be around a lot of people during the day, you can gain confidence from role-playing activities in a training course, i.e., rehearsing handling a group, making a presentation, etc. You can also overcome shyness by practicing before family and friends.
3. You might join a social or community service organization and attend weekly, i.e., Lions, Rotary, Kiwanis; interacting with others on a regular basis. A "Toastmaster Club" where you will learn to speak before the group can also be very valuable for you.

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Online Courseware

Organization

When working with others, your organizational preferences level may be affecting how effectively you work them. You may benefit from the following development suggestions.

Self-paced e-Learning:

- [Effective Personal Productivity](#) - Lesson 1: The Nature of Productivity.
- [Effective Personal Productivity](#) - Lesson 2: Goals Achievement Through Time Management

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Online Courseware

Communication

If your work requires significant interaction with others, your communication style may be affecting your effectiveness. Development of a more productive communication style may greatly increase your success. You may benefit from the following development suggestions:

Seminars / Workshops:

- Models for Management TM by Teleometrics International

Self-paced e-Learning:

- [Models For Management](#) - Module 3: Communication and Interpersonal should be of particular interest for those wanting to explore communication style and it's impact on others.
- [Effective Personal Productivity](#) - Lesson 4: Improving productivity through communication

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Online Courseware

Emotional Development

When working with others, your ego level may impact your relationships and your success in achieving desired results with them. You may benefit from the following development suggestions:

Seminars / Workshops:

- Models for Management™ by Teleometrics International

Self-paced e-Learning:

- [Effective Personal Productivity](#) - Lesson 5: Empowering the Team
- [Effective Personal Productivity](#) - Lesson 6: Improving Production of the Team

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Online Courseware

Competitiveness

When working with others, your competitive level may be influencing how effective you are in your relationships. You may benefit from the following development suggestions:

Seminars / Workshops:

- Models for Management™ by Teleometrics International

Self-paced e-Learning:

- [Effective Personal Productivity](#) - Lesson 5: Empowering the Team