

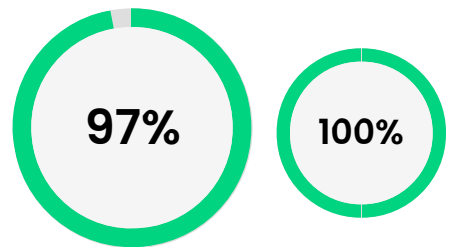
NAME: **Joe Sample**  
 CANDIDATE ID: **#001349**  
 EMAIL: **joesample@abc.com**  
 JOB APPLYING FOR: **Administrative Assistant**  
 INVITED BY: **Alex Admin (administrator@companyabc.com)**  
 ORGANIZATION: **Company ABC**  
 TESTING TIME: **6 min. 2 seconds**  
 TEST VERSION: **(v1)**



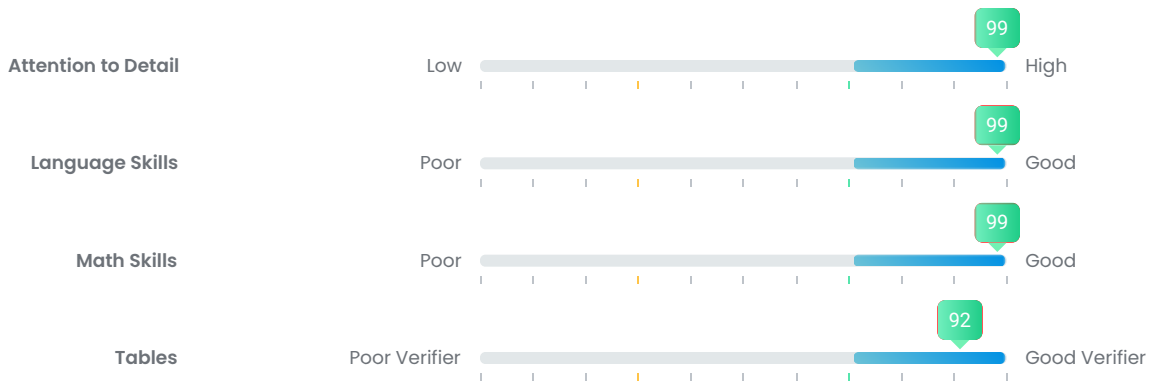
STARTED: **02/11/2021 05:37 PM**      COMPLETED: **02/11/2021 05:43 PM**

**TOTAL SCORE SUMMARY**

The large circle represents the average of the scale scores included in this profile. Scores are presented in terms of percentiles and indicate where the candidate falls relative to everyone else who has completed this profile. The smaller circle is the percent match against your Star Profile. Review individual scale details to understand strengths and potential areas for improvement.



**SCORE DETAILS**



## SCALE SCORE INTERPRETATIONS

The information that follows offers detailed interpretations for each scale included in this profile. The Skill Level graphic below shows the percentage of test items the candidate answered correctly compared to those answered incorrectly. This illustration is useful for assessing the degree of skill/knowledge the individual demonstrated.

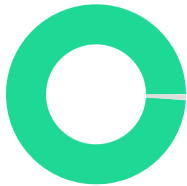
### ATTENTION TO DETAIL



The degree to which the individual can quickly and accurately compare two strings of letters and/or numbers much like tasks that involve verifying information. This ability is important for most clerical jobs. It is also appropriate for jobs that require proofing tasks.

Joe Sample scored in the 99th percentile on Attention to Detail (High), meaning Joe scored higher than 99 percent of other candidates who have completed this assessment.

#### Skill Level



Average Time to Complete Each Question **2.0 seconds**

Attempted: 20/20 = 100%

Correct 20/20: 100%  
Incorrect 0/20: 0%

**Correct/Total Possible: 20/20 = 100%**

**Population Avg. Correct/Total Possible: 17/20=.85%**

#### Expected Job Behavior

- Is detail-oriented.
- Has the ability to quickly and accurately verify and proof written information.
- Is able to quickly inspect information visually.

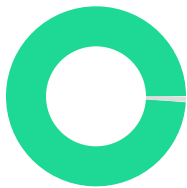
### LANGUAGE SKILLS



The degree to which the individual can quickly and accurately identify errors in word usage, punctuation, spelling and capitalization. This ability is important for most jobs requiring written communication.

Joe Sample scored in the 99th percentile on Language Skills (High), meaning Joe scored higher than 99 percent of other candidates who have completed this assessment.

#### Skill Level



Average Time to Complete Each Question **2.0 seconds**

Attempted: 20/20 = 100%

Correct 20/20: 100%  
Incorrect 0/20: 0%

**Correct/Total Possible: 20/20 = 100%**

**Population Avg. Correct/Total Possible: 13/20=.65%**

#### Expected Job Behavior

- Has an excellent knowledge of proper word usage, punctuation, spelling, and capitalization.
- Can identify mistakes when creating, reviewing, or proofreading written material.
- Is likely to communicate clearly and professionally both verbally and in writing.

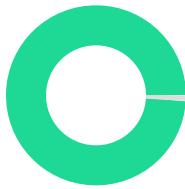
## MATH SKILLS



The degree to which the individual has a basic understanding of mathematical computation and concepts (e.g., making change, calculating percentages, applying discounts, basic addition, subtraction, division and multiplication). The ability to solve these types of problems has also been related to speed of learning and general problem solving skills. This test is appropriate for jobs requiring knowledge of basic math functions (e.g., cashiers, tellers, basic accounting, payroll, etc.).

Joe Sample scored in the 99th percentile on Math Skills (High), meaning Joe scored higher than 99 percent of other candidates who have completed this assessment.

### Skill Level



Average Time to Complete Each Question **2.0 seconds**

Attempted: 20/20 = 100%

Correct 20/20: 100%

Incorrect 0/20: 0%

**Correct/Total Possible: 20/20 = 100%**

**Population Avg. Correct/Total Possible: 15/20=.75%**

### Expected Job Behavior

- Is a quick learner.
- Understands basic mathematical concepts.
- Able to solve problems using logic and reasoning.

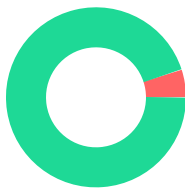
## TABLES



The degree to which the individual can quickly and accurately refer to information presented in the form of a table and answer questions related to that information. This characteristic is appropriate for jobs requiring looking up information on computer screens, spreadsheets or charts. Most clerical jobs require some degree of this ability.

Joe Sample scored in the 92nd percentile on Tables (High), meaning Joe scored higher than 92 percent of other candidates who have completed this assessment.

### Skill Level



Average Time to Complete Each Question **0.1 seconds**

Attempted: 20/20 = 100%

Correct 19/20: 95%

Incorrect 1/20: 5%

**Correct/Total Possible: 19/20 = 95%**

**Population Avg. Correct/Total Possible: 15/20=.75%**

### Expected Job Behavior

- Has the ability to quickly and accurately research information from tables, spreadsheets or other data sources.
- Is able to quickly inspect information visually.
- Is able to quickly read through instructions and perform basic clerical tasks.

## MANAGEMENT STRATEGIES

This section of the report offers suggestions for developing or managing the candidate based on his/her Profile responses.

### ATTENTION TO DETAIL



- This candidate should be given opportunities to engage in tasks that involve verifying and checking information.
- They may be able to train others on how to be more focused and detail oriented on visual tasks.
- Expect that they will be very detail oriented and will expect the same from those around them.

### LANGUAGE SKILLS



- This candidate should be given opportunities to engage in tasks that involve writing or proofing written materials.
- Their knowledge of grammar makes them ideal for reviewing the written work of others and offering coaching or training in the area of language and grammar.
- Expect that they will have an excellent command of the English language.

### MATH SKILLS



- This candidate should be given opportunities to problem solve or use their reasoning skills.
- Expect that they will understand basic instructions and training and therefore may be able to train others on these concepts.
- Give them opportunities to coach or work with others on tasks that involve the use of basic mathematical concepts or problem solving.

TABLES



- This candidate should be given opportunities to engage in tasks that involve researching information in tables, spreadsheets or other data sources.

- Expect that they will understand basic instructions and training with respect clerical tasks and therefore may be able to train others on these concepts.

## INTERVIEW GUIDE

This report includes follow-up interview questions that focus on those areas where further development might be needed. These questions serve as an excellent guide during the hiring process, coaching or developmental efforts to further uncover potentially negative behavioral tendencies

### ATTENTION TO DETAIL

#### QUESTION

The candidate demonstrated a high level of skill in this area, therefore follow-up questions are not provided for this dimension. You may ask your own question and rate the response on the rating scale provided.

#### RESPONSE NOTE:

Response Expected of a Poor  
Performing Employee

Response Expected of a  
Satisfactory Employee

Response Expected of an  
Excellent Employee



### LANGUAGE SKILLS

#### QUESTION

The candidate demonstrated a high level of skill in this area, therefore follow-up questions are not provided for this dimension. You may ask your own question and rate the response on the rating scale provided.

#### RESPONSE NOTE:

Response Expected of a Poor  
Performing Employee

Response Expected of a  
Satisfactory Employee

Response Expected of an  
Excellent Employee



## MATH SKILLS

### QUESTION

The candidate demonstrated a high level of skill in this area, therefore follow-up questions are not provided for this dimension. You may ask your own question and rate the response on the rating scale provided.

### RESPONSE NOTE:

Response Expected of a Poor  
Performing Employee

Response Expected of a  
Satisfactory Employee

Response Expected of an  
Excellent Employee



## TABLES

### QUESTION

The candidate demonstrated a high level of skill in this area, therefore follow-up questions are not provided for this dimension. You may ask your own question and rate the response on the rating scale provided.

### RESPONSE NOTE:

Response Expected of a Poor  
Performing Employee

Response Expected of a  
Satisfactory Employee

Response Expected of an  
Excellent Employee



SUM OF RATINGS :

NUMBER OF QUESTIONS RATED:

AVERAGE RATING :

(Sum of all ratings divided by the number of questions rated.)