

Judging the potential of staff for recruitment and development purposes can often be difficult when candidates are unable to provide evidence in the form of recognised qualifications or recent examination results. Such circumstances may arise when reviewing those who leave school without academic qualifications, or when assessing individuals who are changing career paths later in life.

The Selby & Mills Adaptive Ability Tests are designed to complement personal interviews by giving employers a clear indication of language, numeric and administrative ability and so are invaluable when assessing the suitability of candidates for particular roles.

What are ADAPTIVE Ability Tests?

ADAPTIVE ability tests automatically tailor themselves to the ability of the candidate. The tests automatically adjust the questions posed to reflect the ability level of the person being assessed. The system 'intelligently' reviews each response and selects subsequent questions from its databank accordingly. This ensures the participant is not asked questions which are either too difficult, or too easy, maintains candidate motivation and allows accurate results to be obtained, whilst minimising the number of questions posed.

This has several benefits

✓ *Relevant to all levels of seniority*

A substantial database of items is available; so one questionnaire is appropriate for all candidates, thereby simplifying stock & logistical requirements.

✓ *Increased candidate motivation*

Motivation is maintained because candidates do not encounter questions which are too easy or too difficult. This ensures more accurate and consistent results.

✓ *Faster completion by candidates*

Fewer questions need to be asked, because the computer is monitoring candidates' speed and accuracy of responses to gauge their ability level. Once this is clearly identified the assessment terminates.

✓ *Secure*

PC based administration ensures complete security, the scoring key cannot be copied and every candidate sees a unique set of questions.

Language Ability

High levels of language ability are an essential attribute of people in roles that require effective communication, such as in management, marketing, sales and training. Other occupations, for example those involving scientific work, may place less emphasis on this skill. At the high scoring level the questions involve verbal critical reasoning.

Numeric Ability

Numeracy skills are subject to rapid decline through lack of use after leaving school, so the ability to assess speed, accuracy and general ability with figures can be invaluable, particularly when reviewing suitability for technical, managerial and supervisory positions. At the simple level, questions are arithmetic and at the high scoring level involve numerical critical reasoning.

Administrative Ability

Administrative and detailed checking skills are widely acknowledged as of importance at all levels within organisations. This module is divided into three sub-sections to help identify specific aspects of administrative ability.

Usage

The questionnaires are administered either on-line or via PC, either singly or in a battery, and each takes approximately 15 minutes to complete. Reports score performance on a scale of 1 to 10 and indicate how this compares with a relevant reference group. They are available for immediate download in the case of On-line completion. For completion by PC the results file is emailed to our offices and we email back the resultant report.

Training

The questionnaires may be utilised by anyone qualified at Silver level or BPS Level A or who is registered with a recognised test publisher for the use of any ability questionnaire.

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