



prevueTM
approach to work

Hiring Solutions

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Aaron Sample

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Report Design Options Selected for this Report

Report Family: Screening & Selection
Type: Approach To Work Report
Scope: Personality (P)
Format: Comprehensive

Prevue Assessments presented in this report:

- Prevue Personality Assessment that provides information on thirteen Personality scales

For more information about Prevue Assessments and design options for Prevue reports see www.prevuehr.com

Part 1 - Understanding this Report

Introduction

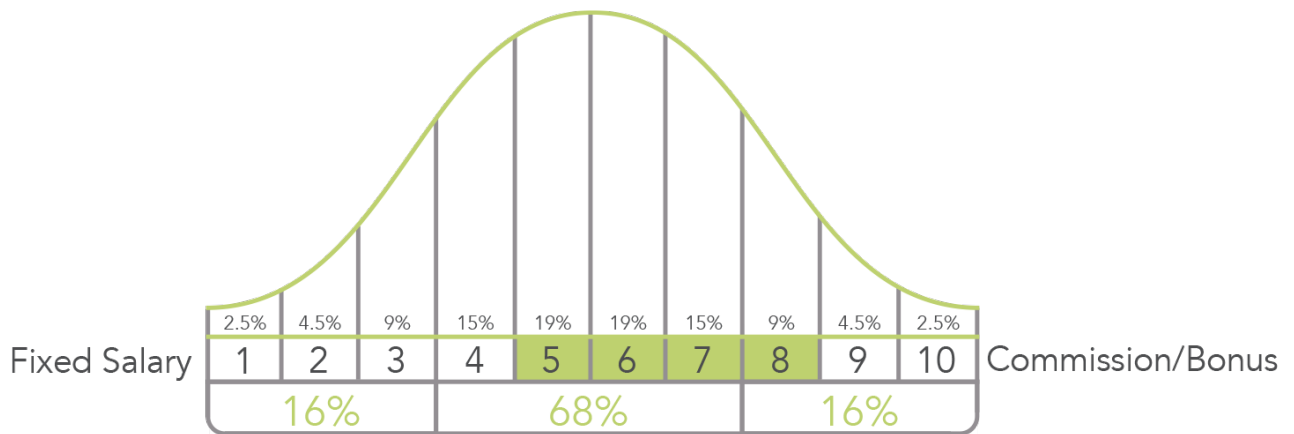
This report provides information on Aaron Sample's approach or response to a number of work-related subjects. The information is provided to assist management in gaining a better understanding of the candidate to support selection and development decisions. The Approach to Work Report will help to answer questions such as:

- ▶ Is the candidate inclined to take risks?
- ▶ Does the candidate live to work or work to live?
- ▶ Is the candidate better motivated by a fixed salary or flexible income?

Approach To Work Scales

The Approach to Work scales are derived from one or a composite of the Prevue Personality scales that are addressed in the Prevue Personality Assessment. The candidate's scores on the Approach to Work scales should provide a better understanding of the candidate's natural approach to several significant work situations or requirements that are experienced in most types of employment.

Prevue Scoring



The assessment results collected from a very large sample of the general working population, when graphed, produces a bell shaped curve shown in the above diagram. The bell curve is divided into standard tenths ('stens') and the percentage of the population that will score on each sten is shown in the diagram.

Approximately 16% of the population will have sten scores in the 1-3 ranges and 16% in the 8-10 ranges. The other 68% will score in the middle ranges 4-7.

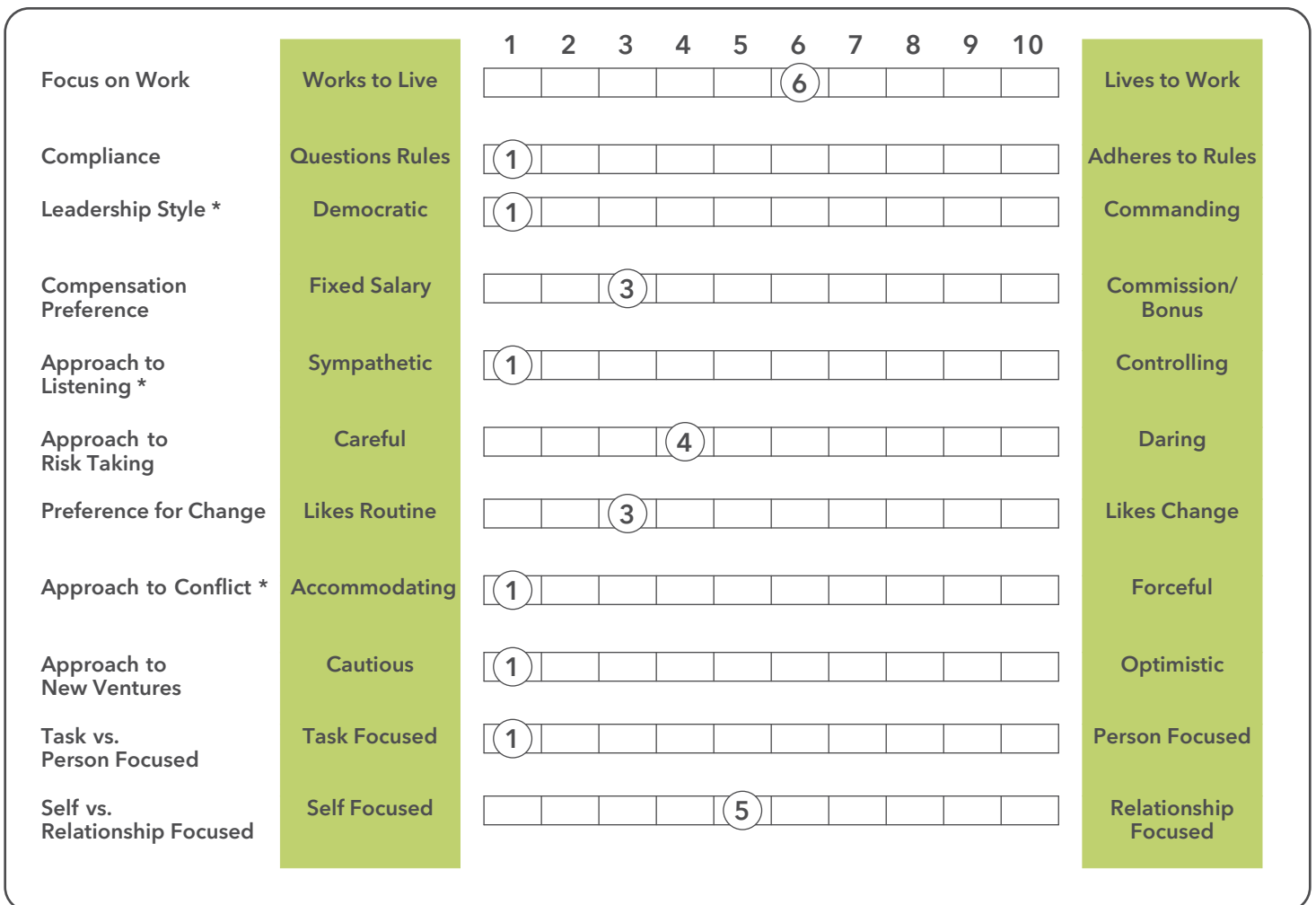
Example: A score of 9 in the Compensation Preference scale shown above would indicate that the candidate was more inclined to be paid by way of commission than 93% (the sum of the percentages for sten 1 to 8) of the general working population.

Part 2 - Approach to Work

Introduction

This section of the report provides information on Aaron Sample's response to a number of work-related subjects or situations. Each of the Approach to Work scales is derived from one or a composite of the Prevue Personality Scales.

A manager can use the information provided in this report to understand Aaron Sample's natural approach to several significant work situations or requirements that are experienced in most types of employment.



* See Aspects of Assertiveness

Focus on Work

WORKS TO LIVE (1) vs. LIVES TO WORK (10):

The Focus on Work scale provides information on the importance of work to Mr. Sample.

Some see work as a means to an end while others define themselves by their work. Work is very important to Aaron Sample but not at the expense of home or family. If conflicts arise between home and work, his personal life will sometimes take priority. Long or irregular working hours could be inconvenient for him. Leading a full social and business life, he may sometimes be overextended but the social skills he develops in his leisure activities should translate well to business.

1	2	3	4	5	6	7	8	9	10
					6				

Compliance

QUESTIONS RULES (1) vs. ADHERES TO RULES (10):

The Compliance scale identifies an individual's inclination to adhere to rules set by an employer and resist the temptation of intentionally engaging in behaviors that are considered to be detrimental to an organization's productivity or workforce attitudes.

Aaron Sample likes variety and challenge, and often prefers a minimally structured work environment. If rules and procedures seem to hinder expediency, this person may question or even disregard some guidelines to achieve goals. Aaron Sample seeks new experiences and will be inclined to tackle work in a personal way rather than following a set protocol or established practice. Completing frequent routine or repetitive tasks may be difficult to tolerate for this person. They tend to improvise, be impulsive, and take risks. Aaron Sample could resent long working hours and may react negatively to heavy pressure. This could include carelessness, moodiness, or disruptive behavior such as finding fault in others. Under heavy stress, Aaron Sample could be less attentive and less motivated to follow the rules than more compliant employees.

1	2	3	4	5	6	7	8	9	10
1									

Compensation Preference

FIXED SALARY (1) vs. COMMISSION/BONUS (10):

The Compensation Preference scale identifies whether Aaron Sample is more motivated to work by a secure salary or by performance based remuneration.

Aaron Sample usually prefers a secure income over the excitement of striving for greater but less certain rewards. He is reluctant to rely on profit-sharing or stock options because he is not comfortable with the uncertainty of performance-based earnings. If he must accept a blended package of compensation, he will likely require some support to see the benefits of this. His careful, meticulous approach may cause him to miss some opportunities, but it makes him "a safe pair of hands" for projects requiring smooth stewardship.

1	2	3	4	5	6	7	8	9	10
		3							

Approach to Risk Taking

CAREFUL (1) vs. DARING (10):

This Approach to Risk scale is measured from 1 for avoidance of risky behavior to 10 for willingness to engage in risk.

Aaron Sample might admire boldness, but he is more inclined to weigh all options and take the safest course. He will not readily indulge in risk and prefers to consider possible complications of a proposed action before committing to it. His careful approach will appeal to those who value steadiness, but could be a liability when dealing with others who want quick answers and fast actions.

1	2	3	4	5	6	7	8	9	10
			4						

Preference for Change

LIKES ROUTINE (1) vs. LIKES CHANGE (10):

This scale identifies where Mr. Sample fits in the continuum between a structured environment with a fixed routine and a dynamic fast changing working environment.

Routine work with a tested system suits Aaron Sample fairly well. He tends to be a little formal and usually likes to do things "by the book." Frequent change will be mildly disagreeable for him and he may have some difficulty coping with personnel replacements, reorganization, downsizing, or expansion. He will probably adapt old methods to new demands rather than devise new procedures.

1	2	3	4	5	6	7	8	9	10
		3							

Approach to New Ventures

CAUTIOUS (1) vs. OPTIMISTIC (10):

This scale distinguishes those who approach new ventures or issues with caution from those who approach new ventures with optimism. Aaron Sample may be reluctant to join in new ventures because he tends to focus on possible flaws rather than potential success. To assess risk, he much prefers hard, objective data such as sample studies or pilot projects over theory-based forecasts. Although he believes in his own opinions, he might have difficulty telling others about his more negative or unpopular views. Despite his tendency toward pessimism, he strives to be sociable and is usually at ease in the business world.

1	2	3	4	5	6	7	8	9	10
(1)									

Task vs. Person Focused

TASK FOCUSED (1) vs. PERSON FOCUSED (10):

This team characteristic scale distinguishes those who focus on the needs of the task or project in hand from those who are focused on their own and their team members' needs.

In the workplace, Aaron Sample tends to be quiet, discreet, and fully focused on the task in hand. This person is attentive to detail but getting the job done is more important than the niceties of social communication. Social interaction may sometimes be awkward and Aaron Sample will be inclined to avoid personal topics. Generally uneasy with communication, employees with high task focus often describe themselves and others by what they do ("I sell air time; she does the accounts.") rather than discussing who they are. Aaron Sample's best asset for a team is exceptional effort to complete tasks.

1	2	3	4	5	6	7	8	9	10
(1)									

Self vs. Relationship Focused

SELF FOCUSED (1) vs. RELATIONSHIP FOCUSED (10):

This team characteristic scale distinguishes those who are self focused from those who are inclined to focus on others on the team.

With balanced focus on both relationships and self, Aaron Sample is equally productive working with people and working alone. This person will collaborate and take an interest in others' views yet still compete to reach an individual goal. Forthright and generally self-aware, this person is moderately assured in company and readily accepted by most people. If necessary for team spirit and collaboration, Aaron will usually adjust personal plans. Aaron Sample tends to perform best when there is room for compromise as well as some recognition for individual achievement.

1	2	3	4	5	6	7	8	9	10
				(5)					

Aspects of Assertiveness

SUBMISSIVE (1) vs. ASSERTIVE (10):

This personality scale influences a person's response to the following important work situations or circumstances:

1	2	3	4	5	6	7	8	9	10
(1)									

LEADERSHIP STYLE - DEMOCRATIC (1) vs. COMMANDING (10):

Leadership Style is measured from 1 for those who prefer a nurturing style of leadership to 10 for those who are naturally inclined to a more demanding Leadership Style.

Aaron Sample greatly prefers a nurturing, caring approach to leadership and this is very productive when the team has shared and predictable goals. If his work merits a gentle touch, Mr. Sample's pliant style will be highly successful. Most businesses, however, experience some transition, even crisis, and these situations demand more hard-edged leadership. Although it may be somewhat out-of-character for him, in an emergency, Aaron Sample may need to take command.

APPROACH TO LISTENING - SYMPATHETIC (1) vs. CONTROLLING (10):

The Approach to Listening scale is measured from 1 for a person who is an exceptionally sympathetic listener to 10 for a person who tends to dominate a conversation.

Aaron Sample may well provide a sympathetic ear but this could be more passive hearing than complete listening. Real listening requires active involvement, questioning, paraphrasing, probing for complete understanding and Aaron Sample may be very reluctant to be so assertive. Because he is exceptionally willing to accept other points of view, he may not achieve goals unless he can manoeuvre others into discussing difficult issues. A review of active listening skills is recommended.

APPROACH TO CONFLICT - ACCOMMODATING (1) vs. FORCEFUL (10):

This scale distinguishes those who avoid conflict by being accommodating from those who are forceful in their approach to conflict.

Aaron Sample will make every effort to avoid conflict. His approach will be subtle, accommodating, and truly representative of the best that soft skills have to offer. Unfortunately, in some instances, a harder, more vigorous approach would get faster, more lasting results. If passive acceptance is inappropriate, he may have to remind himself that honest disagreement can be worthwhile and effective.

Part 3 - Best Practice Information

Assessment Administration: Best Human Resources practice recommends that assessments be administered to candidates in a controlled environment under the supervision of a proctor to ensure that:

- ▶ The person who completes the assessment is in fact the candidate.
- ▶ A candidate's responses to the assessment questions are not affected by collusion with others or by other actions that would invalidate the assessment.
- ▶ The supervisor is able to address unexpected conditions or problems affecting a candidate and to provide reasonable accommodation for candidates where required.

Where a candidate completes the assessments without supervision the accuracy of the results cannot be guaranteed. In such circumstances you may wish to have the candidate retake the Prevue Assessments in a controlled environment at the time they attend your offices for an interview. For more information on the administration of the Prevue Assessment, please see "Administering the Prevue Assessments" in the Prevue How To Guides posted at www.prevueonline.com.

Assessment Weighting: The weight given to the Prevue Assessments in any human resource selection or other high stakes decision should not exceed one-third of the total decision making process. The remainder of the process, including the candidate's work history, interview, background checks, etc., should be considered together with the results of this report.

Ensuring Fairness: When properly administered, the use of the Prevue Assessments will help to ensure that job applicants are treated fairly without regard to race, colour, religion, sex or national origin. The Prevue Assessments have been designed and developed to conform to the human rights legislative and best practice requirements prevailing in the various countries where the Prevue Assessments are distributed. This includes the EEOC Guidelines, the Americans With Disabilities Act, and the standards for test development published by the American Psychological Association, the British Psychological Society, and the Association of Test Publishers.