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snapshot

## Prevue HR Systems

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**Samantha Smith**



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## Report Design Options Selected for this Report

Report Family: Screening & Selection

Type: Candidate Snapshot Report

Scope: Abilities, Interests & Personality (WNSIP)

Format: Comprehensive (from choice of Comprehensive, Summary, or Graph)

### **Prevue Assessments presented in this report:**

- Prevue Abilities Assessments that examine four cognitive Abilities scales
- Prevue Interests Assessment that examines three scales of occupational Interests/Motivations
- 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](http://www.prevuehr.com)

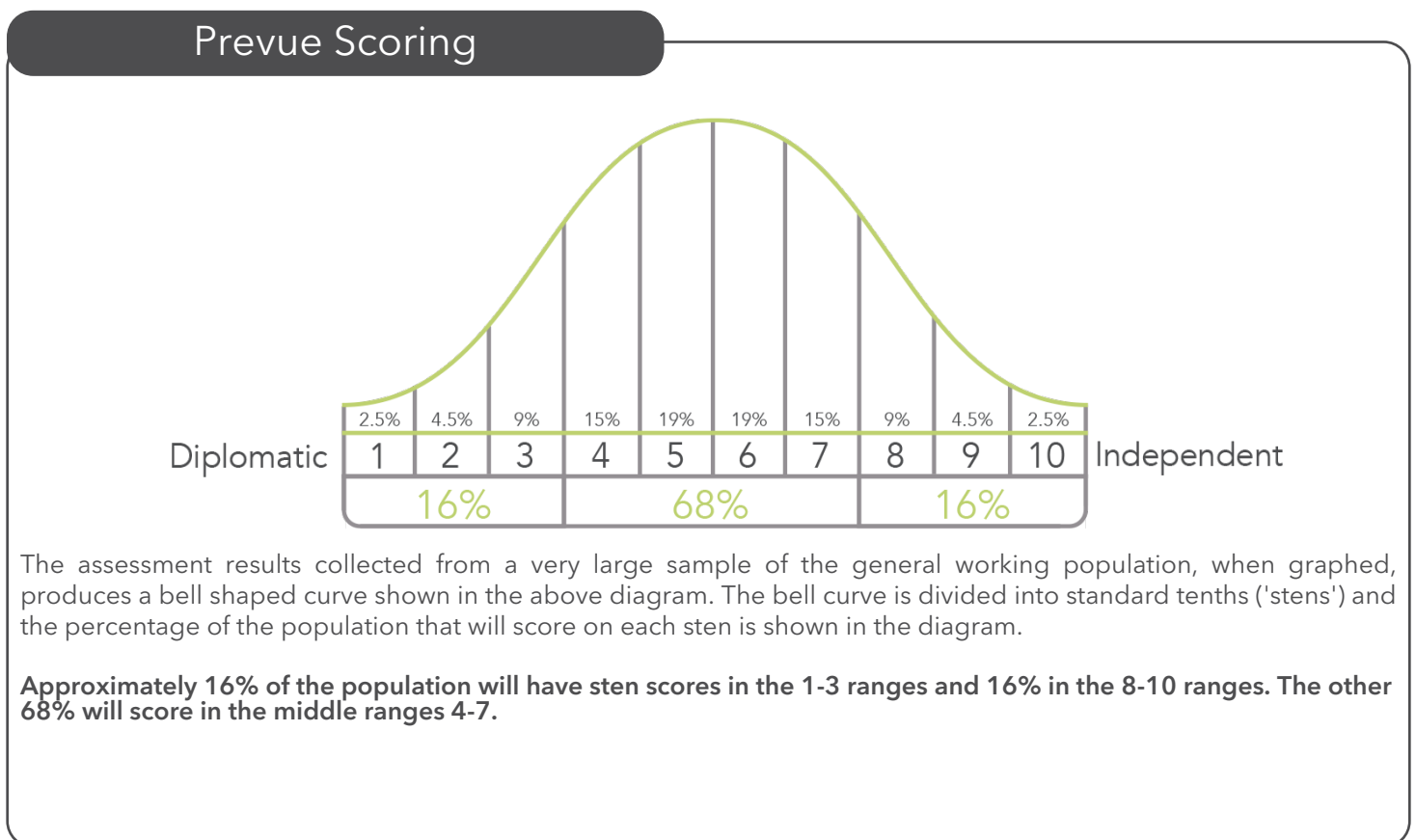
# Part 1 - Understanding this Report

## Introduction

The Candidate Snapshot Report provides work related information that will assist management in understanding Samantha Smith's unique work profile. It is designed to assist in conducting an effective interview, making a knowledgeable hiring decision and onboarding the candidate. The report provides insight into the candidate's cognitive ability, occupational interests and personality profile in Parts 2 to 4.

## Prevue Assessments

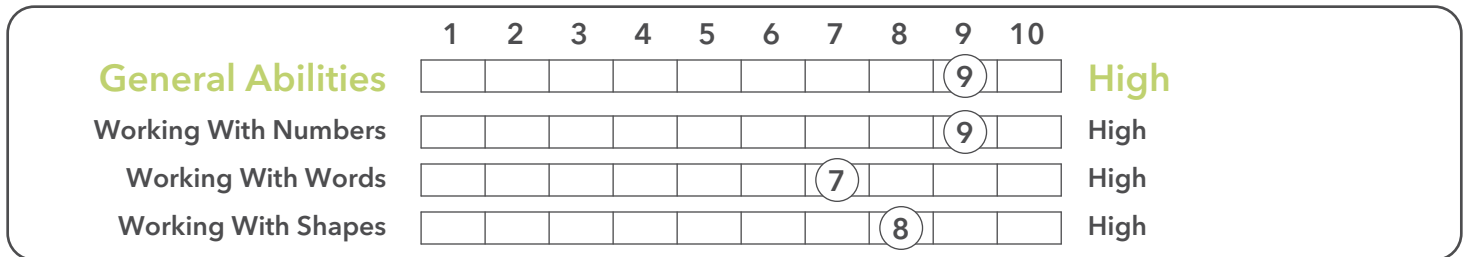
The Prevue Results Graph in Part 2 of this report shows Samantha Smith's 'sten' score on each of the Prevue Assessments scales considered in the report. A sten score is a candidate's score on a normal bell-shaped curve representing the general working population. The diagram below shows the normal bell curve divided into standard tenths ('standard tenths' is shortened to 'sten') for the Diplomatic vs. Independent Personality Scale. The diagram also shows the percentage of the general working population that will typically score in each sten.



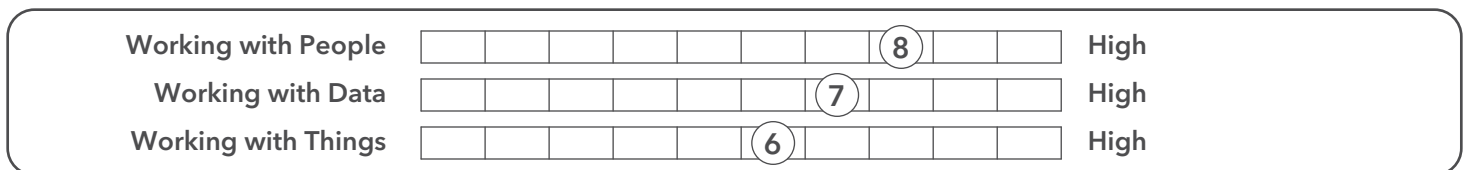
## Part 2 - Prevue Results Graph

Samantha Smith's scores are shown in the circled numbers on each of the Prevue Scales presented below. The Total Person Description in Part 3 and the Individual Characteristics section in Part 4 of this report provide information on the significance of each of the scores.

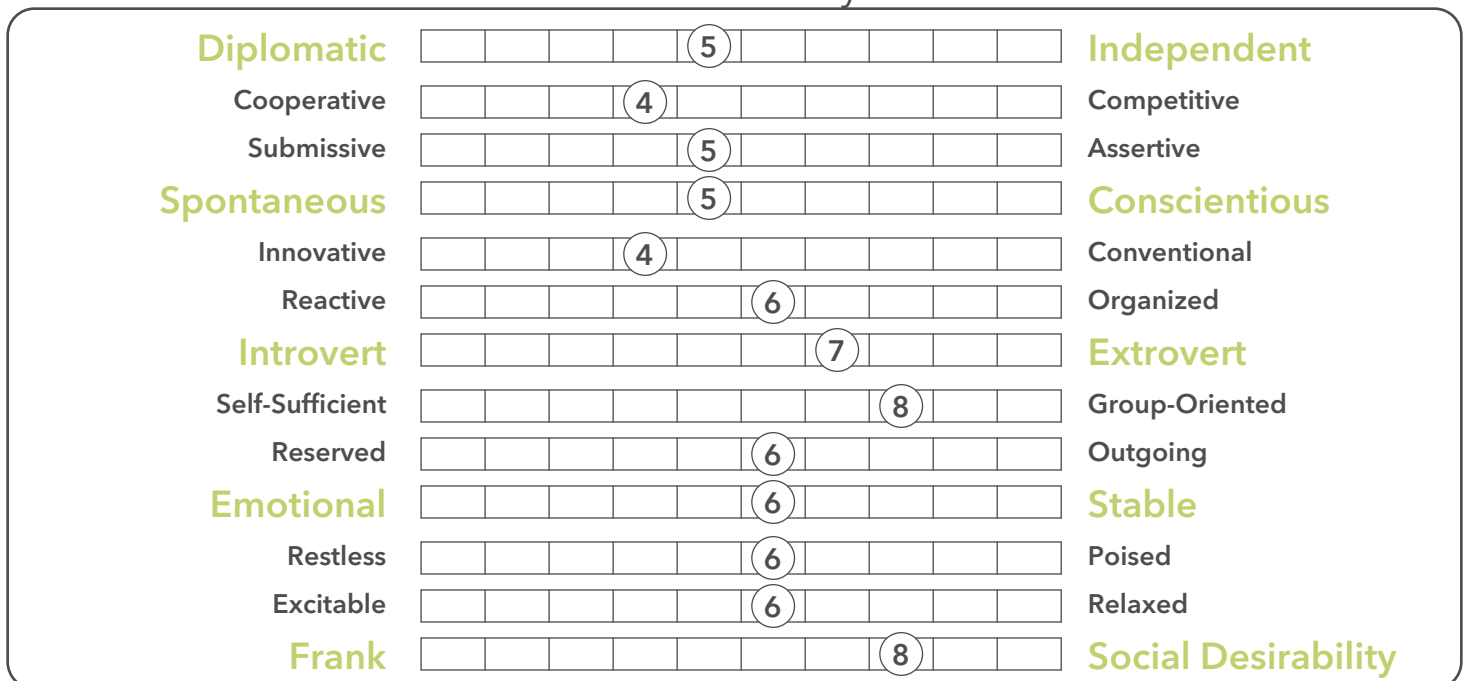
### Abilities



### Motivation/Interests



### Personality



## Part 3 - Total Person Description

**The Total Person Description provides an overview of Samantha Smith compared to the general working population. This profile is derived from the scores shown on the Prevue Results Graph.**

Samantha Smith has superior numeric skills, superior spatial ability, and above average verbal skills. The candidate is well equipped to do challenging numeric assignments, such as creating complex spreadsheets and advanced data tables. Samantha is equally competent for advanced assignments that require mental manipulation of shapes or objects, and will have no difficulty doing any work requiring visual imagery. Samantha will also be quick to interpret and create multi-use graphs, follow intricate diagrams, read blueprints, and estimate space requirements. These tasks will allow this individual to make the most of their superb spatial reasoning. In addition, the candidate's above average ability with words means that moderately difficult paperwork, general office duties, and most writing assignments are well within their scope.

Overall, Samantha has superior, versatile skills and should learn quickly and perform well at almost any task in the workplace.

Samantha Smith is highly motivated to work with people and particularly interested in working with data and tools or equipment. This individual's strong preference for working with others means that they will do well as part of a team or in any position requiring social skills and the use of technology. Regarding office equipment, the candidate's overriding interest in people should make them an eager user of telephone equipment, e-mail, the internet, and other modes of communication. With a marked interest in data, Samantha will also enjoy working with spreadsheets, databases, or any detailed paperwork. For maximum performance, any long-term assignments for the candidate should include contact with people. Having good motivation to work with all three major factors in the workplace, Samantha should enjoy a wide range of occupations.

Samantha Smith is moderately assertive and also enjoys working with others. This individual has well-balanced desires to compete and to cooperate. The candidate will balance their own need for achievement against the need to maintain good relations with others. This individual's working strategy will be to strive unobtrusively for their own goals while remaining a useful member of the team. In disputes, Samantha is able to alternate between the roles of peacemaker and decision-maker, but the candidate's reluctance to speak out on controversial issues will more often lead them to mediate.

Samantha Smith generally operates within established policies and procedures. When necessary, however, Samantha can be flexible and innovative. This individual is less flexible in the area of scheduling, as they prefer to have a plan with a fair degree of detail. This strong combination allows Samantha to have the consistency and time management skills that are the foundation of productivity for most organizations, as well as the ability to adapt to unusual needs or changing circumstances.

Samantha Smith prefers to work in the company of others and believes that the more people involved the better the outcome. The candidate enjoys meeting new people and exploring new ideas, and they will be frustrated by extended periods of solitude. Often wanting to be in the spotlight, Samantha will usually lead any discussion. This individual often acts impulsively, and long-term assignments must include variety or else they will lose interest. Samantha will not tolerate a great deal of monotony and will thrive on challenging assignments, particularly if these contain an element of risk.

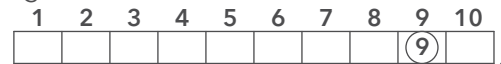
Samantha Smith is generally rational and calm. The candidate can take criticism quite well, and because they strive to be objective, they are usually able to shrug off rejection and continue with their work. Most times Samantha is relaxed and able to cope well with pressure, but can become anxious when things do not go well. Although this individual can work on demanding, high-pressure projects that require dealing with people openly and objectively, they may feel some anxiety in such circumstances.

## Part 4 - Individual Characteristics

This section of the report provides more detailed information about Samantha Smith's scores on each of the four Abilities, three Interests/Motivation, and thirteen Personality scales in the Prevue Assessments that were completed by Samantha. For each scale there is a review of each score compared to those of the general working population, followed by a Management Tip that speaks to the significance of the score in a working environment.

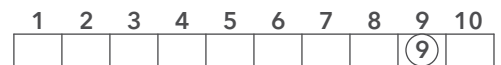
### General Abilities

Samantha is quicker and more accurate in reasoning skills than the majority of others. Samantha is generally quick to learn and can absorb new information much faster than most. The candidate is likely to be very efficient and able to deal well with change in their working requirements and under conditions of high mental workload.



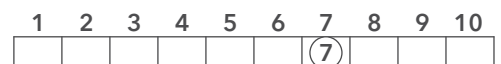
### Working With Numbers

Samantha shows a very high capacity for Numerical Reasoning when compared with other adults in the general working population. The candidate is quicker and more accurate than most when reasoning with information derived from simple numbers.



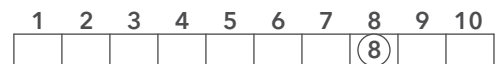
### Working With Words

Samantha is talented in using language as a vehicle for reasoning and problem solving. The candidate demonstrates a good level of speed and accuracy when dealing with written language.



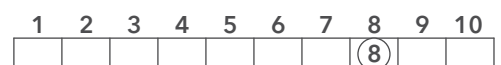
### Working With Shapes

Samantha has excellent reasoning abilities when dealing with information that involves mentally manipulating shapes and objects. The candidate will feel at ease working with plans and diagrams, and will be able to relate working drawings and schematics to actual objects and products.



### Working With People

Samantha is likely to be very interested in work that involves considerable contact with people. This may be at a complex level rather than just making contact. People with scores in this range are unlikely to feel satisfied in jobs in which interaction with people do not play a significant role.



### Working With Data

Samantha has an above-average interest in working with data. Such a person may relate this interest in data to its application in working with people and/or machinery and equipment. They would be unlikely to enjoy a position that did not provide an opportunity for this type of work.

1	2	3	4	5	6	7	8	9	10
						7			

### Working With Things

Samantha expresses an average level of interest in work that deals with inanimate objects, such as machinery, tools, or equipment. Such people are likely to be comfortable in handling goods or equipment, but would not see that interest being central to their work.

1	2	3	4	5	6	7	8	9	10
					6				

### Diplomatic / Independent

To achieve their point of view, the candidate can occasionally be an individual competitor, both controversial and argumentative. In other situations, Samantha can also be concerned with maintaining team spirit and coordinating team effort. This score indicates an employee who is good at getting things done while taking into account the needs of others.

1	2	3	4	5	6	7	8	9	10
				5					

### Cooperative / Competitive

Samantha can be described as an individual within the team environment. The candidate is somewhat competitive and will play hard to win for the good of the team. Such people may downplay their own achievement to instill the cooperative spirit.

1	2	3	4	5	6	7	8	9	10
			4						

### Submissive / Assertive

Samantha is somewhat submissive and may avoid speaking out on some issues. The candidate may refrain from promoting themselves in leadership roles. In disputes, Samantha may be willing to compromise to maintain relationships with others.

1	2	3	4	5	6	7	8	9	10
				5					

### Spontaneous / Conscientious

Samantha balances the need to do things well in the quickest possible way with staying within the rules. This leads to solutions that are innovative without implementing radical changes. Such people are quite dependable, adaptive, and innovative.

1	2	3	4	5	6	7	8	9	10
				5					

**Innovative / Conventional**

The candidate sees themselves as someone who is somewhat adaptable to change and innovation. Samantha will seek new methods to solve problems.

1	2	3	4	5	6	7	8	9	10
			4						

**Reactive / Organized**

Being reasonably well organized and able to work in a controlled manner, Samantha can also be flexible. The candidate will be able to respond very well to some unpredictable events.

1	2	3	4	5	6	7	8	9	10
					6				

**Introvert / Extrovert**

As an extrovert, Samantha will seek out others rather than be alone. However, this is unlikely to be behavior that is extreme, as the candidate will seek out only the stimulation and excitement they require. Others will view Samantha as moderately high-spirited, talkative, lively, and at times, impulsive.

1	2	3	4	5	6	7	8	9	10
						7			

**Self-Sufficient / Group-Oriented**

Samantha is a sociable person who desires to be supported by others in a lively environment. Quiet time alone to reflect and recover is the exception rather than the rule. The candidate is happiest in work situations where there is considerable contact with others.

1	2	3	4	5	6	7	8	9	10
							8		

**Reserved / Outgoing**

Samantha can be talkative and outgoing, and prefers some variety in work. The candidate likes to choose the situations in which they will take center stage, as they are comfortable in the company of others. However, they do not seek constant attention from others.

1	2	3	4	5	6	7	8	9	10
					6				

**Emotional / Stable**

In most situations, Samantha accepts people in a calm and stable manner. There will be circumstances when Samantha becomes apprehensive and emotional, even wary about some people, particularly their motives. In general, the candidate is secure in themselves, remaining quite relaxed under moderate stress.

1	2	3	4	5	6	7	8	9	10
					6				



**Restless / Poised**

In the face of difficult situations, Samantha has an average balance between calm objectivity and any tendency to be upset and to take things personally.

1	2	3	4	5	6	7	8	9	10
					6				

**Excitable / Relaxed**

This is a person who remains calm and relaxed in response to normal situations. For the most part, such people are able to manage their problems without undue anxiety. Occasionally, they will not assume the best of other people and will feel the need to check their motives. However, any level of suspicion or stress is likely to be moderate.

1	2	3	4	5	6	7	8	9	10
					6				

**Social Desirability**

Samantha typically presents a positive image and conforms to social expectations. If this high score is the result of a need to present a socially acceptable rather than an open picture, then scores on some of the other scales may have been influenced.

1	2	3	4	5	6	7	8	9	10
							8		

## Part 5 - 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](http://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.