



Level 2: Occupational Test User: Ability and Personality (formerly 'Level A & B')

4 Day Course (+ 4 hrs Prereading + 4 hrs Postcourse work)

Purpose

Comprehensive training for delegates who wish to independently apply occupational tests in their work and professional practice within recruitment or development. Training provides access to all leading ability and aptitude tests and many personality instruments.

Description

Delegates benefit from our independent approach, gaining exposure to a wide range of tests from different test publishers. Delegates will gain valuable skills and knowledge in test administration, choice of tests, interpretation, feedback, etc. Interactive sessions, supportive tutoring and case studies make the course an informal and hands-on approach to learning. Delegates also receive start-up personality assessment materials and a free Online assessment account and credits. NO set-up costs, NO license fees.

Key Learning Objectives

Delegates will be able to:

- Register with all UK test publishers and purchase Ability and Aptitude tests.
- The course will focus primarily on the 'identity' personality questionnaire (www.identityquestionnaire.com) and also introduce delegates to most leading instruments e.g. OPQ, JTI, 16PF, Belbin and MBTI*.
- Understand the range and types of tests available, including the latest innovations and developments in assessment.
- When and How to apply tests professionally.
- Decide which tests are appropriate for a particular situation.
- Conduct a job analysis and identify the assessment requirements.
- Have an appreciation of other assessment methods.
- Administer, score and interpret aptitude tests.
- Understand the concepts and issues related to online assessment
- Make informed decisions using test data.
- Provide quality feedback to clients and candidates.
- Design and write professional assessment and development reports for different clients.
- Integrate tests into a wider recruitment or assessment process, e.g. linking assessments to organisational competences.
- Have a sound grasp of statistical concepts used in testing e.g. test reliability and validity.
- Maintain appropriate records and data for audit, research and feedback purposes.
- Demonstrate professional Best Practice and compliance to employment legislation.

Professional Qualification

Delegates can apply for The British Psychological Society Level 2 User qualification in the use of both Ability Tests and Personality Questionnaires.

Open Course Cost

£1,950 + VAT per delegate

Quest also run 'in-house' courses at your offices which can be convenient and cost-effective.

* Note that some test publishers may require additional registration or training to access their branded instruments.