

Test Results and Interview Guide

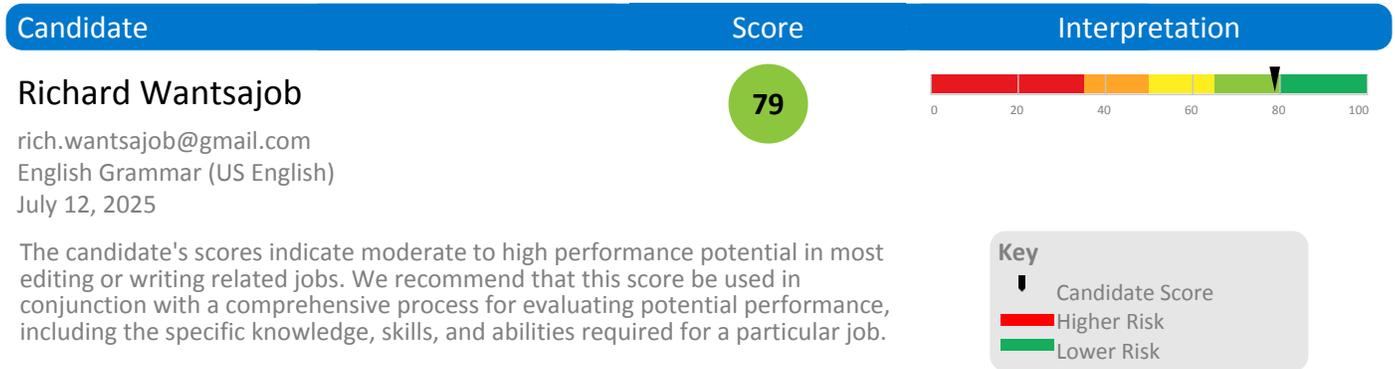
Candidate: **Richard Wantsajob**
Assessment: English Grammar (US English)
Completed: July 12, 2025
Prepared for: Sara Maple
Example Company

What's Included

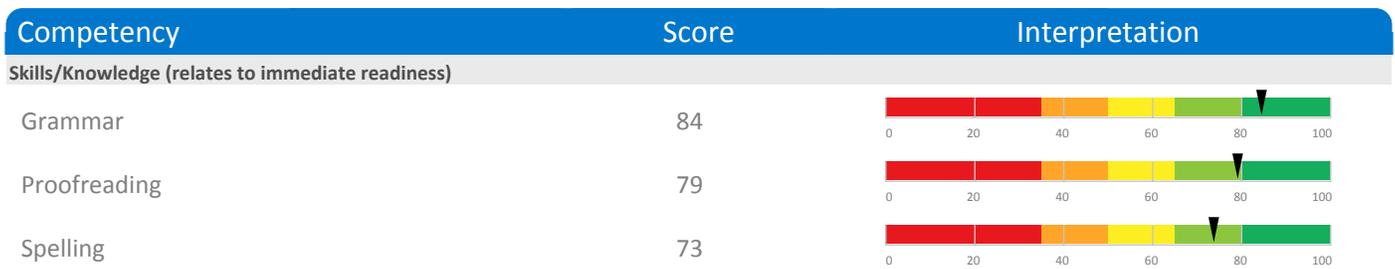
- Overall Score
- Competency Summary Table
- Comparison Matrix
- Detailed Competency Results with Interview Guide

Important Note: The English Grammar (US English) assessment measures key factors related to high performance and tenure in this job. Attribute types measured vary by test, but can include cognitive ability, skills, knowledge, personality characteristics, emotional intelligence, and past behavioral history. This report includes a one page summary, followed by detailed results with an embedded interview guide. Note that these results should always be used as a part of a balanced candidate selection process that includes independent evaluation steps, such as interviews and reference checks.

Overall

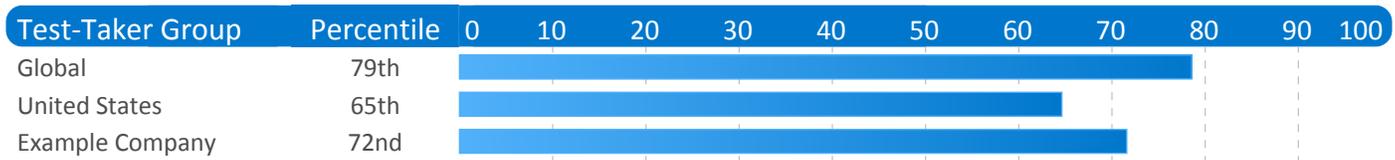


Competency Summary



Comparison

Percentile scores indicate how the candidate compares to other test-takers within various groups. The candidate scored equal to or better than the fraction of test-takers indicated by the percentile.



Detail

Candidate: **Richard Wantsajob**, rich.wantsajob@gmail.com
 Assessment: English Grammar (US English)
 Authorized: July 12, 2025, by Sara Maple, Example Company, qamailsaram.mike@hravatar.com
 Started: July 12, 2025, 2:37:01AM EDT
 Completed: July 12, 2025, 2:37:01AM EDT
 Overall Score: 79

Knowledge and Skills Detail

This section contains a list of job-related knowledge areas and skills that have been evaluated. Low scores in these areas often indicate that additional learning may be required before top performance can be achieved.

Detail
Interview Guide

Grammar

Score: 84



Description:

Evaluates a candidate's knowledge of grammar rules, including sentence structure, subject-verb agreement, punctuation, conjunctions, contractions, and common writing errors.

Interpretation:

Candidate should achieve superior job performance in this area with little or no training.

Significantly above average. Consistently identifies grammar errors quickly and accurately. Submitted work typically requires little or no review prior to sending to end users or customers.

Tell me about a time when you had to write something persuasive. What did you write, and what steps did you take to make sure it was effective?



1

Unable to provide example of persuasive writing.



2

Example acknowledges importance of review and following grammar and structure rules.



3



4

Example demonstrates success writing persuasive material and incorporates steps to ensure correct grammar and formatting.



5

Proofreading

Score: 79



Description:

Evaluates a candidate's ability to review memos or letters for errors in grammar or spelling.

Interpretation:

Candidate should achieve above average job performance in this area with little or no training.

Above average. Identifies errors quickly and accurately compared to peers. Submitted work typically requires only light review prior to sending to end users or customers.

Tell me about a time when a colleague or friend asked you to review their written work. What did you review, and what feedback did you provide?



1

Writing and grammar are not relevant to the example.



2

Example demonstrates an understanding of what to look for in written work.



3



4

Example demonstrates fast review and constructive feedback. Colleague asks for future help.



5

Detail

Interview Guide

Spelling

Score: 73

*Description:*

Evaluates a candidate's ability to spell words. Candidates hear a word and must type in the word using a computer screen and keyboard at both an acceptable rate of speed and degree of accuracy.

Interpretation:

Candidate should achieve above average job performance in this area with little or no training.

Above average. Can spell words accurately compared to peers. Submitted work typically requires only light review prior to sending to end users or customers.

Tell me about a time when you had to transcribe information. What did you transcribe, and what was the outcome?



1

Unable to provide example.



2

Example demonstrates experience listening and accurately conveying information.



3



4

Example demonstrates experience listening and accurately conveying information under pressure.



5

Identity Confirmation Photos

The following photos of the candidate and any identification were uploaded during the assessment session.

Photo Analysis Results

- Risk:	Medium risk of cheating based on image inconsistencies
- Percent match among processed faces	100%
- Total images processed	17
- Total images with valid faces	14 (82%)
- Total pairs of faces compared	13
- Pairs in which faces matched	13 (100%)



Pre/Post-Test Photo



ID Photo



In-Test Error Detected (No Face Detected)



In-Test Error Detected (No Face Detected)



In-Test Error Detected (No Face Detected)



In-Test Photo



In-Test Photo



In-Test Photo



In-Test Photo



Pre/Post-Test Photo

Resume or CV

Summary Updated on July 12, 2025, 2:37:02AM EDT

Motivated career professional with extensive experience in office administration and management. Proven track record of improving efficiency, reducing costs, and enhancing office operations through strategic initiatives and technology implementation.

Objective

I am seeking a role where I can use my many skills and my exceptional judgment and empathy for customers to make a difference to a growing company.

Education

- Associate of Applied Science in Office Administration, Portland Community College, 2020

Experience

- General Office Clerk, Paramount Office Management, 09/2023 – Present
- Administrative Assistant, Global Enterprises Inc., 04/2021 – 08/2023
- Administrative Assistant, Innovative Business Solutions Ltd., 07/2019 – 03/2021

Other Qualifications

- Microsoft Office Specialist (MOS) Certification
- Certified Administrative Professional (CAP)
- International Association of Administrative Professionals (IAAP) Certification

Report Preparation Notes

- Hiring decisions should never be based on a single source of information. The most effective use of this assessment report is as a part of a multi-faceted program of candidate evaluation that includes resume review, interviews, and reference checks.
- Overall vs Percentiles Scores: The overall score reflects the success in the test, based on the mean (average) and standard deviation of the test scores. The percentile score reflects the percentage of test-takers who scored equal or below this overall score. We recommend you use the Overall Score as your primary evaluation criteria. However, percentile scores can often be useful in comparing specific candidates against one another and with a group, such as for test takers in a certain organization or within a certain account.
- Note that comparison information is calculated based on completed instances of this assessment at that time the assessment is scored. As additional instances are completed, the comparative data may change. You can always update a report to the current values by clicking on 'Recalculate Percentiles' within the online results viewing pages at www.hravatar.com.
- Most competency scores are norm-based, which means that they can be interpreted in terms of their distance from the average or mean score. For all scales, a score equal to the mean receives a score of 65 and scores above and below this value are set so that a score change of 15 equals one standard deviation.
- For linear competencies, higher is better across the entire scale. For these scales a score between 65 and 80 (light green) represents 0 to 1 standard deviation above the mean and a score above 80 (dark green) represents more than one standard deviation above the mean. Similarly, a score of 50 - 65 (yellow) represents 0 to 1 standard deviation below the mean, while a score of 35 - 50 (orange) equates to 1 to 2 standard deviations below the mean, and a score below 35 represents more than 2 standard deviations below the mean.
- Sim ID: 14572-1, Key: 0-0, Rpt: 16, Prd: 1835, Created: 2025-07-12 06:37 UTC
- UA: Mozilla/5.0 (Windows NT 6.3; Trident/7.0; Touch; rv:11.0) like Gecko

Score Calculation Detail

The following table provides a summary of how the overall score was calculated from the individual competency scores. Competency scores are calculated on a 0-100 scale by first calculating a Z statistic based on test-taker responses and then transforming the Z value to a scale with target mean and standard deviation. Certain competencies have a normal score distribution where it is best to be closest to the mean. For these competencies we modify the Z statistic by multiplying its absolute value by minus 1 for the overall score calculation. Next, to calculate the overall score, a weighted average of all modified competency Z statistics is computed and this weighted average is itself transformed to a Z statistic, which is then transformed to a score with the same target mean and standard deviation. Finally outlier scores are adjusted if they are below 0 or above 100.

Competency	Score	How applied to overall	Score Value Used	Weight (%)
Grammar	84.2204	Z-Statistic	1.2814	33.3333
Proofreading	79.2857	Z-Statistic	0.9524	33.3333
Spelling	73.6319	Z-Statistic	0.5755	33.3333
Weighted Average of Competency Z-Scores:				0.9364
Mean applied to Raw Weighted Avg:				0.0000
Standard Deviation applied to Raw Weighted Avg:				1.0000
Normalized Raw Score:				0.9364
Mean:				65.0000
Standard Deviation Used:				15.0000
Final Overall Score:				79.0460

Notes

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