

# Test Results and Interview Guide

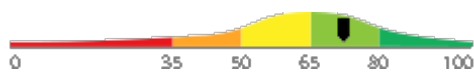
Candidate: **Elizabeth Wantsajob**  
Assessment: Workplace Simulation - Administration  
Completed: May 8, 2026  
Prepared for: Sara Maple  
Example Company

## What's Included

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

**Important Note:** The Workplace Simulation - Administration 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.

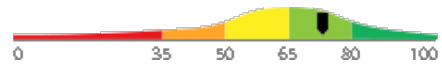
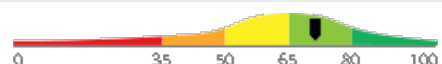
## Overall

Candidate	Score	Interpretation
<b>Elizabeth Wantsajob</b> beth.wantsajob@gmail.com Workplace Simulation - Administration May 8, 2026 Summary: Moderate to High Performance Potential	<span style="font-size: 24pt; font-weight: bold; color: green;">72</span>	

**Key**

- Candidate Score
- Higher Risk
- Lower Risk

## Competency Summary

Competency	Score	Interpretation
<b>Cognitive Abilities (relates to job performance, problem-solving, ability to learn, etc.)</b>		
Analytical Thinking and Attention to Detail	73	
<b>Skills/Knowledge (relates to immediate readiness)</b>		
Data Entry	71	

## 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: Elizabeth Wantsajob, beth.wantsajob@gmail.com  
 Assessment: Workplace Simulation - Administration  
 Authorized: May 8, 2026, by Sara Maple, Example Company, qamailsaram.mike@hravatar.com  
 Started: May 8, 2026, 8:08:20AM EDT  
 Completed: May 8, 2026, 8:08:20AM EDT  
 Overall Score: 72

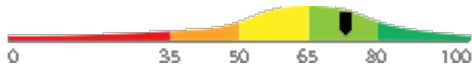
## Cognitive Abilities Detail

This section contains a list of job-related cognitive abilities that have been evaluated in a job-like context using simulation technology. Studies have demonstrated that cognitive abilities are highly correlated with job performance for many jobs. Abilities also correlate with problem-solving and the ability to learn quickly.

Detail
Interview Guide

### Analytical Thinking and Attention to Detail

Score: 73



**Description:**

This scale indicates both the capacity to think in a thoughtful, discerning way, to solve problems, utilize resources, analyze data, and apply attention to detail. Individuals who demonstrate high amounts of analytical thinking are able to recognize patterns rapidly, navigate through problems, and resolve difficult problems systematically. Individuals who demonstrate high attention to detail produce work products that are consistently accurate and require little checking. They rarely forget schedule commitments or overlook even the smallest details.

**Interpretation:**

Strong scores in this area correlate with above average performance for many jobs.

Usually able to think in a thoughtful, discerning way. Capable of solving difficult problems, planning many-featured tasks and projects, organizing multiple resources, and analyzing complex data with only occasional assistance. Usually able to quickly recall and use information when needed or appropriate. Additionally, can usually achieve a high degree of thoroughness and accuracy in work tasks.

Can you give me an example of where your attention to detail or your thoughtful analysis of a situation helped make a project successful?



1 Poor example. Does not show attention to detail or analytical ability.  
 2 Moderately relevant or impactful example.  
 3  
 4 Strongly relevant and clear example.  
 5

How do you handle a situation when you've messed up due to overlooking an important detail?



1 Is unable to handle the situation.  
 2 Demonstrates the ability to admit to their error and quickly fix the error, but didn't put preventative systems in place.  
 3  
 4 Demonstrates the ability to admit to their error, put preventative systems in place and quickly fix the error.  
 5

## Knowledge and Skills Detail

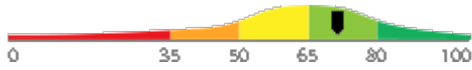
This section contains a list of job-related knowledge areas and skills that have been evaluated. Low scores in these areas often indicate that additional learning may be required before top performance can be achieved.

### Detail

### Interview Guide

#### Data Entry

Score: 71



#### Description:

The ability to accurately enter information into computer-based forms.

#### Interpretation:

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

Usually enters data into computer forms reliably and accurately. However, occasional mistakes indicate that regular reviews may be required to ensure accuracy.

Speed: 8200 Keystrokes/Hour

Net Errors: 1

Accuracy-Adjusted Speed: 7790 Keystrokes/Hour

Accuracy: 95%

How do you typically ensure that you enter data correctly into web or computer-based forms?



1

How do you typically ensure that you enter data correctly into web or computer-based forms?



2

How do you typically ensure that you enter data correctly into web or computer-based forms?



3



4

Indicates care and frequent checking of work. May have an informal process.



5

Describe how you ensure accuracy in your work, particularly when entering information into a computer.



1

Doesn't provide any adequate strategies for ensuring accuracy in their work.



2

Doesn't provide any adequate strategies for ensuring accuracy in their work.



3



4

Provides two or more effective strategies for ensuring accuracy in their work. (i.e. manually checking, using database management tools, etc.)



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%)



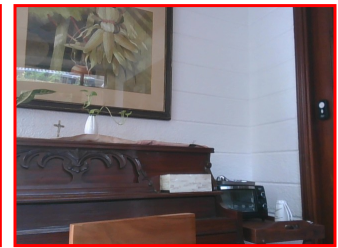
Pre/Post-Test Photo



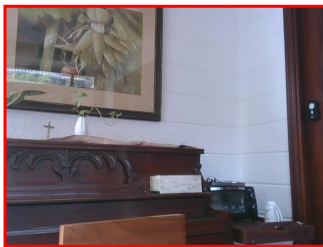
ID Photo



In-Test Error Detected (No Face Detected)



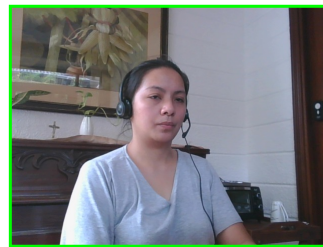
In-Test Error Detected (No Face Detected)



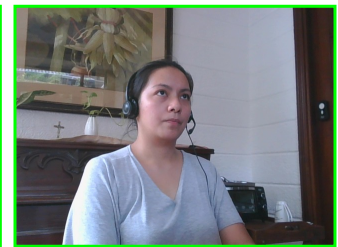
In-Test Error Detected (No Face Detected)



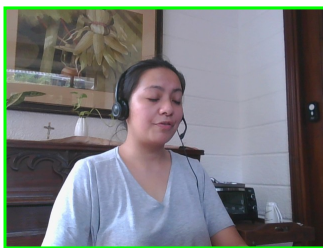
In-Test Photo



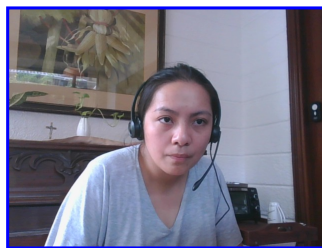
In-Test Photo



In-Test Photo



In-Test Photo



Pre/Post-Test Photo

## Resume or CV

Summary

Updated on

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](http://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: 15354-5, Key: 0-0, Rpt: 13, Prd: 6208, Created: 2026-05-08 08:08 EDT
- UA: Mozilla/5.0 (Windows NT 6.3; Trident/7.0; Touch; rv:11.0) like Gecko

## Notes

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