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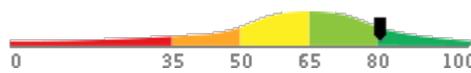
Test Results and Interview Guide

Candidate: **Richard Wantsajob**
Assessment: Workplace Simulation - Entry-Level Administration
Completed: May 2, 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 Workplace Simulation - Entry-Level 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.
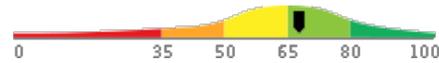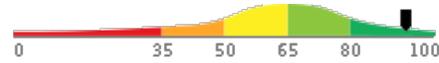
Overall

Candidate	Score	Interpretation
Richard Wantsajob rich.wantsajob@gmail.com Workplace Simulation - Entry-Level Administration May 2, 2025 Summary: High Performance Potential	81	

Key
- Candidate Score
- Higher Risk
- Lower Risk

Competency Summary

Competency	Score	Interpretation
Cognitive Abilities (relates to job performance, problem-solving, ability to learn, etc.)		
Attention to Detail	68	
Skills/Knowledge (relates to immediate readiness)		
Data Entry	93	

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.

Test-Taker Group	Percentile	0	10	20	30	40	50	60	70	80	90	100
Global	81st											
United States	67th											
Example Company	74th											

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Detail

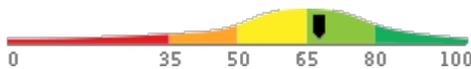|	
Candidate:	**Richard Wantsajob,** rich.wantsajob@gmail.com
Assessment:	Workplace Simulation - Entry-Level Administration
Authorized:	May 2, 2025, by Sara Maple, Example Company, qamailsaram.mike@hravatar.com
Started:	May 1, 2025, 10:48:04PM EDT
Completed:	May 1, 2025, 10:48:04PM EDT
Overall Score:	81

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

Attention to Detail
Score: 68

Description:

This scale represents thoroughness, accuracy, and being concerned for all areas involved no matter how insignificant. 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 achieve a high degree of thoroughness and accuracy in a work task. Concerned for most areas involved. Requires only occasional oversight and checking.

Give me an example of a time you discovered an error that had been overlooked by either you or someone you were working with. What did you do? What was the outcome?

⭐ 1 — Unclear or careless example. Can't describe what was overlooked. No action.

⭐ 2

⭐ 3 — Moderately clear example. Some concern for details. Direct but passive action.

⭐ 4

⭐ 5 — Very detailed. Concern for all relevant components. Clear, proactive actions.

How do you handle a situation when you've messed up due to overlooking an important detail? How do you feel and what do you do about it.

⭐ 1 — Is unable to handle the situation.

⭐ 2

⭐ 3 — Demonstrates the ability to admit to their error and quickly fix the error, but didn't put preventative systems in place.

⭐ 4

⭐ 5 — Demonstrates the ability to admit to their error, put preventative systems in place and quickly fix the error.
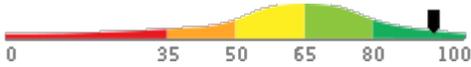
Knowledge and Skills Detail

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: 93

Description:

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

Interpretation:

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

Consistently enters data into computer forms reliably and accurately. Rarely makes mistakes or errors.

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

☆	☆	☆	☆	☆
1	2	3	4	5
How do you typically ensure that you enter data correctly into web or computer-based forms?		How do you typically ensure that you enter data correctly into web or computer-based forms?		Indicates care and frequent checking of work. May have an informal process.

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

☆	☆	☆	☆	☆
1	2	3	4	5
Doesn't provide any adequate strategies for ensuring accuracy in their work.		Doesn't provide any adequate strategies for ensuring accuracy in their work.		Provides two or more effective strategies for ensuring accuracy in their work. (i.e. manually checking, using database management tools, etc.)

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

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: 15370-1, Key: 0-0, Rpt: 13, Prd: 6225, Created: 2025-05-02 02:48 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 (%)
Attention to Detail	68.2421	Z-Statistic	0.2161	50.0000
Data Entry	93.7834	Z-Statistic	1.9189	50.0000
Weighted Average of Competency Z-Scores:				1.0675
Mean applied to Raw Weighted Avg:				0.0000
Standard Deviation applied to Raw Weighted Avg:				1.0000
Normalized Raw Score:				1.0675
Mean:				65.0000
Standard Deviation Used:				15.0000
Final Overall Score:				81.0128

Notes

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