

Prevue Assessment™

Learning & Reasoning Report

Luis Almonte

regarding the position of

Office Administrator

at **View Assessments Inc.**

Friday, February 15, 2008

Understanding this Report

What is the Prevue Learning & Reasoning Assessment?

The Prevue Learning & Reasoning Assessment provides important information about an individual's capacity to learn and use information, develop skills, solve problems, and understand instructions. This assessment examines four cognitive dimensions: General Mental Ability, Working with Numbers, Working with Words, and Working with Shapes. The Prevue Learning and Reasoning Assessment is part of the Prevue Assessment, the cornerstone of all Prevue products.

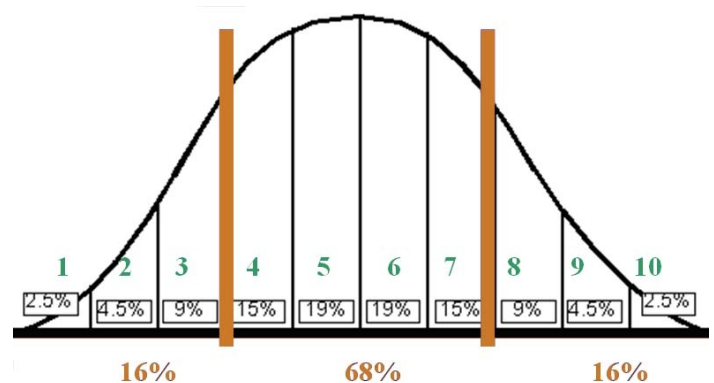
For more information about the Prevue Assessment and Prevue solutions for hiring, retention, promotion, coaching, training, and succession planning, visit www.prevueassessments.com.

What is the Prevue Learning & Reasoning Benchmark?

The Prevue Learning and Reasoning Benchmark is a profile of preferred mental abilities for the Office Administrator position at View Assessments Inc.. This Benchmark has been scientifically designed with Prevue Assessment tools and customized by View Assessments Inc. management. The Benchmark shows a preferred range of scores on four scales of learning and reasoning: General Mental Ability, Working with Numbers, Working with Words, and Working with Shapes.

What do Prevue scores mean?

Prevue results for thousands of people have been graphed to form a bell-shaped curve. The area under this curve is divided into 10 standard areas called stens. This creates a 1 to 10 scoring system. Few people will score either very low or very high (in the tails of the curve). Most people will score in the mid-range (where the curve is highest). Approximately 16% of the working population will score 1 to 3 (low). The 68% majority will score 4 to 7. The remaining 16% will score 8 to 10 (high).



Using this report

1. Candidate's Learning and Reasoning Profile — information on Luis Almonte's:
 - Overall learning and reasoning abilities
 - Match to the Benchmark for the Office Administrator position
 - Learning & Reasoning Benchmark Suitability score
 - Scores on four dimensions of learning and reasoning
2. Interview Questions and Suggestions — plan the interview and develop questions to explore areas where the candidate does not match the Benchmark for the Office Administrator position.
3. Candidate's Strengths — know where the candidate matches the Benchmark to capitalize on the candidate's strengths.
4. Best Practice Recommendations and Validity — ensure validity of the assessment results.

"General Mental Ability is the best single predictor of performance, job competence and flexibility" (David Bartram 1998)

Candidate's Learning and Reasoning Profile

Overview

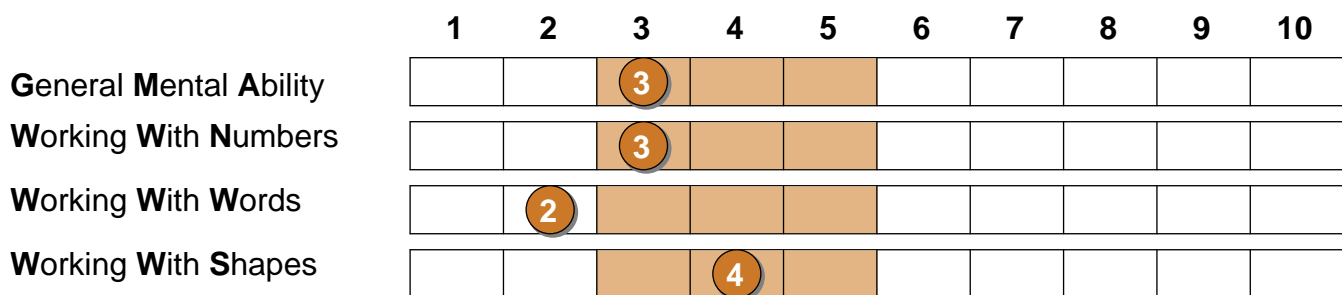
This overview compares the candidate's scores on four dimensions of learning and reasoning to the mental abilities of the general working population worldwide. This comparison puts Luis Almonte's scores in an international context without regard to gender, race, age, nationality, or ethnic origin.

This person has lower than average ability to work with numbers and words, and average ability to work with shapes. Assignments that require spatial reasoning will be somewhat easier for Luis Almonte. With average spatial skills, this individual can mentally manipulate shapes and objects fairly well.

While competent with routine spatial tasks, this person will be slow to learn any new tasks that require numeric or verbal skills. For confidence and competence in ordinary work, more instruction, guidance, and time will be required. For occasional or seasonal tasks, instructions will need to be reviewed before each repetition of the task. Because more time is required to absorb information, this individual may be at a disadvantage if working with others in a competitive environment. Frequent changes in the work routine will be difficult and may result in errors. With below average General Mental Ability, Luis Almonte is a weak choice for any position requiring quick decisions.

Benchmark and Scores

The Prevue Learning & Reasoning Benchmark illustrates the preferred level of abilities for the Office Administrator position at View Assessments Inc.. The shadowed areas graphically represent the Benchmark for the position. The circled numbers are Luis Almonte's actual scores. The Benchmark Suitability score (shown below) is the candidate's rating based on the candidate's match to the benchmark.



Learning & Reasoning Benchmark Suitability

The Learning and Reasoning Benchmark Suitability score is relevant to determining the mental abilities aspects of Job Fit and supports the selection process. The selection decision should consider all factors in the selection process, including job interview, candidate history, and background check. For crucial selection decisions, a full Prevue Assessment of mental abilities, work-related motivations/interests, and personality traits is recommended.

L&R Benchmark Suitability

93%

Interview Questions and Suggestions

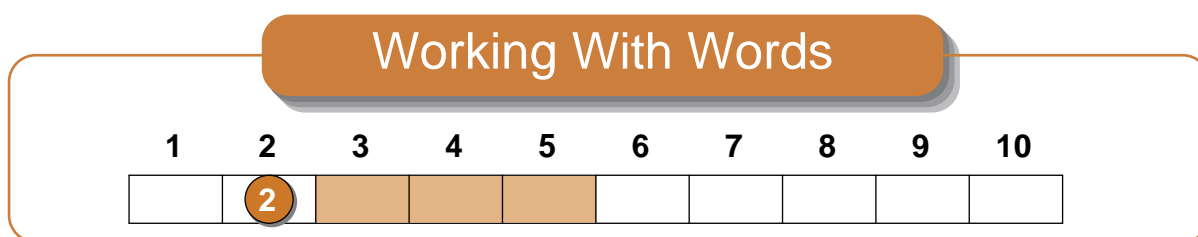
Planning the Interview

Planning the interview ideally begins with examining concerns identified in the resume review, reference checks and the candidate's scores off the Benchmark for the Office Administrator position. Where the candidate's mental abilities do not match the Benchmark, this report will provide behavioral interview questions and performance-based suggestions to help you predict on-the-job learning and reasoning. Background information plus this report will help you to structure the interview and, ultimately, make the best hiring decision.

Scores off the Benchmark

Luis Almonte's scores were off the Benchmark for the Office Administrator position with View Assessments Inc. in the following areas:

- Working with Words - Below the Benchmark



Working with Words measures the ability to use written language for reasoning and problem-solving.

Luis Almonte's Score - Luis Almonte shows weak ability for Working with Words and the score falls below the requirements of the given benchmark. This may be evident as slower word recognition, less awareness of spelling errors, and lower capacity for written information. Processing complicated documents or multipart forms will require more time.

1. INTERVIEW QUESTION: When sending a note to a client, how do you make sure that spelling and grammar are correct?

SUGGESTION: Luis Almonte may have coping strategies such as using a spelling and grammar checker tool, reading aloud, or asking someone else to check written work. These strategies might compensate for lower verbal ability.

2. INTERVIEW QUESTION: Consider a new, multipart form to be used on the job. If no training were provided, how would you teach yourself to use the new form?

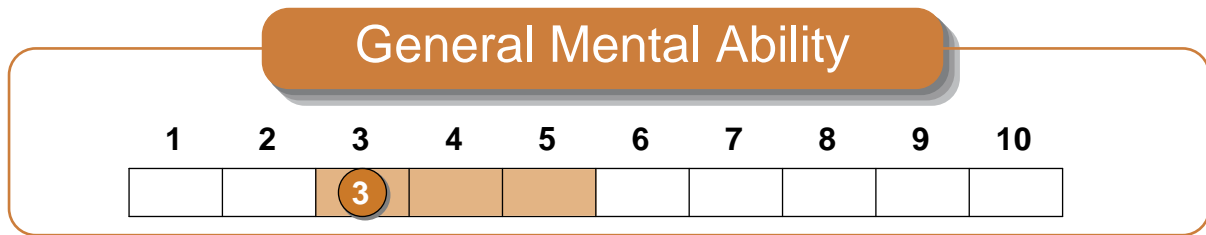
SUGGESTION: To process a new written procedure such as a new form, this candidate likely needs more time, careful attention to detail, and possibly a "trial run" with dummy data.

3. INTERVIEW QUESTION: Describe how you would read a lengthy manual for safety procedures at work.

SUGGESTION: A person with low verbal ability probably needs to break a large reading task into smaller tasks, such as reading the table of contents, leafing through the manual, reading one section at a time. A good coping strategy is to make notes on applying the material to the job.

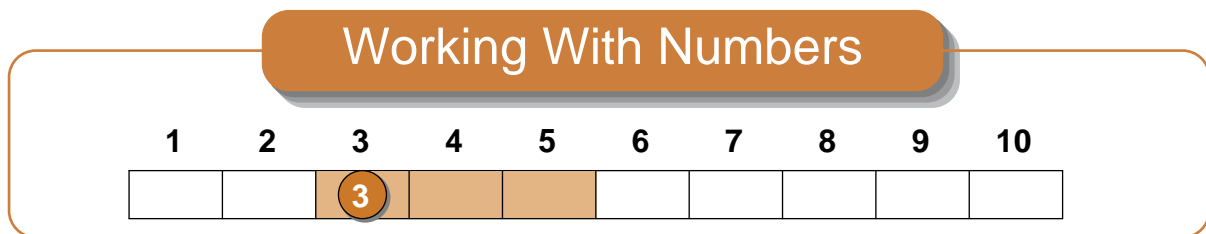
Candidate's Strengths

Luis Almonte has matched the benchmark for the following dimensions of learning and reasoning. This candidate can build on these strengths to improve overall job performance.



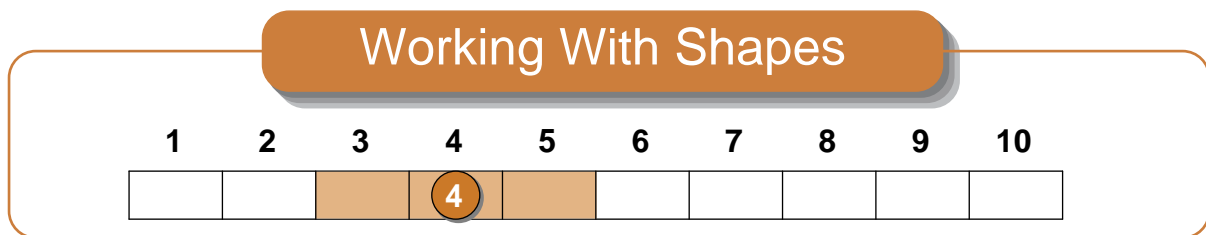
General Mental Ability is an overall indicator of how people work and learn. It is the single most effective predictor of future job performance for a wide range of occupations.

Luis Almonte's Score - Luis Almonte's score is below-average but is on the given benchmark for General Ability. This score implies a gradual learning pace with slower reaction to changing business issues and moderate capacity for processing information Routine or repetitive work should be tolerated fairly well. Training and support are recommended for tasks requiring creative or challenging use of information.



Working with Numbers measures a candidate's speed and accuracy in dealing with information derived from simple numbers.

Luis Almonte's Score - Although a below average ability for Working with Numbers is demonstrated, Luis Almonte is on the given benchmark and should be competent for many numeric tasks. This level of ability usually translates to moderate performance on number recognition tasks such as finding and recording data. Similarly, rough estimates based on simple calculations should be acceptable. However, more time is necessary for calculating totals, averages, or percentages. More advanced numerical tasks such as interpreting business financial reports or using complex statistics will require thorough training and support.



Working with Shapes measures a person's ability to imagine or project how something will work when organized or rearranged. These spatial visualization skills are important for activities such as interpreting and responding to diagrams, graphs and charts or in arranging objects for display or storage.

Luis Almonte's Score - Luis Almonte fits the benchmark but has below-average ability for Working with Shapes. This implies less speed and accuracy in shape recognition, a need for methodical learning for icons and graphics, and slower processing for visual information. Tasks requiring creative or challenging arrangement of objects will require training and support.

Best Practice Recommendations and Validity

Administration

Best practice protocol recommends that assessments be administered in a controlled environment. The accuracy of reports based on unsupervised assessments cannot be guaranteed. For high stakes decisions, consider having candidates take the Prevue Assessment in a controlled environment.

The Prevue Cognitive Reasoning Assessment limits the amount of time the candidate has to answer the questions in the Working with Numbers, Working with Words, and Working with Shapes sections of the assessment. If the candidate does not read the instructions or misunderstands this time restriction, the candidate could score lower than expected.

The online administration of the assessment will terminate if the candidate:

- Uses the keyboard to answer questions contrary to the written instructions.
- Uses the refresh or backspace keys while taking the assessment contrary to the written instructions.
- Voluntarily elects to exit the assessment

In any of these events, an unsupervised candidate can log back into the section of the assessment where the administration of the assessment was interrupted but only with the approval of the person who issued the invitation to the candidate. If the candidate previously reviewed that section, the candidate may therefore have an opportunity to improve his or her score in that section.

For more information on the administration of the Prevue Assessment, please see "Administering the Prevue Assessment" in the Prevue User Guide posted at www.prevueassessments.com.

Assessment Weighting

The weight given to the Prevue Assessment in any human resource selection or other high stakes decision should not exceed one-third of the total process. The remainder of the process, including the candidate's work history, interview, background checks, etc., should be considered in association with the results of this report.

Ensure Fairness

When properly administered, the use of the Prevue Assessment will help to ensure that applicants are treated fairly without regard to race, color, religion, gender, or national origin. The Prevue Assessment was designed and developed to conform to the human rights legislative and best practice requirements prevailing in the various countries where the Prevue Assessment is distributed. This includes the EEOC Guidelines, the Americans for Disabilities Act and the standards for test development and administration published by the American Psychological Association, the British Psychological Society and the Association of Test Publishers.