



## Candidate Information

**Candidate :** Sample Candidate

**Email :** candidate\_email@mail.com

**Assessment Profile:**

**Project Name:** Branch Manager - Manager + 7.0

**Completion Date:** 01-15-2019

**Disclaimer :**

Information enclosed on these pages is confidential in nature and is intended only for the person(s) to whom it pertains or other authorized individuals. You must not rely on the information in the report as an alternative to certain advice from an appropriately qualified professional. If you have any specific questions about any specific matter you should consult an appropriately qualified professional.

## Manager + 7.0

### Instructions



This report is designed to give you information about your relative strengths and weaknesses on the competencies known to be important for success in this type of job. In addition, the report provides valuable on-the-job tips and suggestions to help you excel in the workplace.


The score that you receive describes how your responses compared against our database of responses consisting of your peers. The assessment that you have taken has been scientifically validated by up to 30 years of statistical data collection and analysis. People who score higher on the dimensions tend to perform better on the job in the key areas outlined in the report.



The developmental tips that you receive are intended to help you improve your skills for each specific competency. All of us, regardless of our scores, can improve our job performance by following appropriate developmental solutions and strategically focusing on areas that may require improvement. A commitment to personal improvement signifies initiative and developmental planning, both of which are important to job performance. Try using this feedback to formulate specific development plans that relate to your work goals and objectives. Don't try to do everything at once, as personal development does not happen overnight. If you score in the 'Red Zone', this may be an area where you want to focus your developmental efforts. Even if you score well it is still important for you to use the developmental tips to leverage your strength in this competency.






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## Details

<p>Management Potential</p>	<p>This is a measure of the potential for managerial success across industry type and functional area. This is characterized by scores that are derived from responses to questions regarding academic and social background, and aspirations concerning work.</p>
	<p><b>Your response profile concerning past achievements, social orientation, and work orientation is highly similar to the profiles of highly effective managers. The good match between the profiles suggests that you are likely to be a successful manager.</b></p> <ul style="list-style-type: none"> <li>• <b>Look for opportunities to train others and seek feedback on your training style and effectiveness.</b></li> <li>• <b>Learn as much as you can about the people you work with and how they can best contribute to the needs of your organization.</b></li> <li>• <b>When you give your people the responsibility to set goals, respect the level of goals they set.</b></li> <li>• <b>Talk about the success of others and tell people about the role others have played in your success.</b></li> <li>• <b>Encourage cooperation rather than competition between work units.</b></li> </ul>
<p>Management Judgment</p>	<p>This is a tendency to make good judgments about how to effectively respond to work situations. This is determined by scores derived from the candidate's responses to questions regarding situations one would likely encounter as a manager.</p>
	<p><b>Your response profile concerning judgments about how to manage staff communication, employee development, and employee motivation is somewhat similar to judgments made by highly effective managers. The average match between the profiles suggests that you are somewhat likely to be a successful manager.</b></p> <ul style="list-style-type: none"> <li>• <b>Learn about your organization's goals and values and consider how the decisions you make fit within those goals and values.</b></li> <li>• <b>Listen to others to gather information before making decisions.</b></li> <li>• <b>Seek feedback on how patient and consistent you are in your dealings with others.</b></li> </ul>

Achievement	This component measures the tendency to set and accomplish challenging goals, while persisting in the face of significant obstacles. This trait is characterized by: working hard; taking satisfaction and pride in producing high-quality work; and being competitive.
	<p><b>There are times when you are motivated to accomplish challenging goals and to persist in the face of significant obstacles. Still, in other circumstances, you may be less interested in pursuing goals that seem rushed or that require extraordinary effort purely for the sake of competing with others. When you go the extra mile to complete a task, it is generally out of necessity and not because of a desire to achieve some recognition.</b></p> <ul style="list-style-type: none"><li>• <b>After a project is launched, evaluate the urgency of remaining tasks periodically to ensure that appropriate effort is directed toward each step.</b></li><li>• <b>Consider a project from two views: first, to accomplish the task according to minimum requirements; and second, to exceed expectations. After meeting minimum requirements, seek to surprise others with your extra effort toward exceeding expectations.</b></li><li>• <b>After clarifying goals and identifying challenges, focus on execution of your work. Make sure those around you understand the connection between their efforts and the success of the team.</b></li><li>• <b>Review the successes and failures of others in your role (within and outside of your organization) and learn how they have overcome challenges. Consider how these approaches might allow you to pursue excellence in your own work.</b></li><li>• <b>Set goals that are consistent with the immediate needs of your department while maintaining alignment with the mission of the organization.</b></li><li>• <b>When confronted with an obstacle, focus on how your approach might minimize challenges and evaluate alternative steps to avoid further delay.</b></li><li>• <b>Avoid the temptation to reduce your efforts when it appears an achievement may be difficult to reach. Allow yourself the opportunity to succeed in the face of obstacles by applying extra effort or new approaches.</b></li><li>• <b>As you begin tasks that are less interesting or more difficult, jot down 1-2 ways the accomplishment of these tasks might benefit you, your coworkers, and the organization. Focus on how your efforts will contribute to broader accomplishments.</b></li></ul>

<b>Responsibility</b>	<p>This component measures the tendency of a person's responsibility for his/her own actions and a commitment to performing assigned tasks. This trait is characterized by: reliability; proactive involvement in work; and a dedication to complete even the most mundane tasks.</p>
	<p><b>Since you prefer interesting and meaningful work, you may be reluctant to take on boring or routine tasks. When assigned to more mundane work, you may tend to procrastinate or become distracted out of boredom. You may find it challenging to complete certain projects due to your preference to avoid spending extensive time in the planning stages.</b></p> <ul style="list-style-type: none"> <li>• <b>If you know that you tend to procrastinate in performing routine tasks, make a list of the reasons or "excuses" you have used in the past (for example, you may be waiting for clarity from a superior regarding a task). For each reason on your list, write down an "antidote" or counter point.</b></li> <li>• <b>Reframe undesirable work. Instead of focusing on what you dislike, focus on the sense of accomplishment you'll feel after you finish it. Write a note to yourself to describe what that accomplishment will feel like, especially if there are specific rewards attached, and periodically come back to the note for ongoing encouragement.</b></li> <li>• <b>If you tend to put off projects that seem difficult, make a list of the small steps involved in the project and do those first. Build momentum that can carry you through more difficult work.</b></li> <li>• <b>If you are having trouble approaching unpleasant tasks, commit to working for just half an hour to see how it goes. By the end of the half-hour, you may have found that the work isn't as difficult as you thought. The key is to get started and make every effort to build some momentum in your progress.</b></li> <li>• <b>Challenge yourself to reach incremental goals and reward yourself along the way to completing a project. Even a small reward, such as a quick coffee break after reaching an earlier milestone, might help you to reframe the tasks as less intimidating.</b></li> </ul>
<b>Willingness to Learn</b>	<p>This component measures the tendency to learn from experience. This trait is characterized by: being open to new experiences, seeking both positive and negative feedback, looking back on past experiences and considering alternate courses of action, and finding patterns and order in complex information.</p>
	<p><b>You are likely to strike a balance between preferring familiar situations and being open to new experiences. You are receptive to feedback but may not always seek it yourself, unless you know it will be positive. At times you reflect on past experiences, but you may not always draw on the lessons learned to become more effective in similar situations. You tend to look for connections to help you understand new or complicated information.</b></p> <ul style="list-style-type: none"> <li>• <b>The next time you find yourself thinking about a mistake you made, make notes on how it could have been avoided. Challenge yourself to avoid making the same mistake again in the future.</b></li> <li>• <b>Consider giving out a brief survey after you complete a major project or big presentation to help you collect structured feedback on your performance.</b></li> <li>• <b>Don't wait for your yearly performance review to get feedback from your manager. Throughout the year, ask for specific feedback on your strengths and development areas and continually work to improve them.</b></li> <li>• <b>Volunteer to take on a new project outside of your area of expertise. Identify a mentor who can help you learn new skills and broaden your experiences.</b></li> <li>• <b>When reviewing complex information, try to make connections that will help you relate the information to something more familiar.</b></li> <li>• <b>Each week, challenge yourself to solve a familiar problem using a new approach. Notice which strategies work best and try to apply them to solve future problems even more effectively.</b></li> </ul>

Deductive Reasoning	<p>This assessment measures the ability to draw logical conclusions based on information provided and complete scenarios using incomplete information. It provides an indication of how an individual will perform when asked to develop solutions when presented with information and draw sound conclusions from data. This form of reasoning is commonly required to support work and decision making in many different types of jobs at many levels.</p> <p>This report provides information regarding an individual's ability to use sound logic to solve problems, produce solutions when information is limited, and utilize data effectively.</p>
	<p><b>You are likely to have a developmental opportunity in the area of deductive reasoning. Your performance on this assessment indicates that you have a below average level of deductive reasoning ability compared to others in similar job levels. You may be able to work with simple logical arguments, but may experience difficulty in identifying assumptions in more complex arguments. Your level of deductive reasoning may impact your ability to use sound logic and draw reasonable conclusions based on available information.</b></p> <p><b>At work, you are likely to take longer than most others to solve problems and will have more difficulty identifying the amount of information necessary to draw conclusions. Others with higher levels of deductive reasoning ability may be able to form solid arguments more effectively, utilize data more efficiently, and develop logical solutions to problems. You may have flaws in your logic.</b></p> <ul style="list-style-type: none"> <li>• <b>When you are debating with a friend or colleague, discuss why and how he/she came to his/her conclusions. The strength of an argument hinges upon whether a conclusion necessarily follows from the evidence.</b></li> <li>• <b>Many arguments leave steps out and assume that the reader or listener will fill in the blanks. Identifying and challenging these assumptions is one of the best ways to defeat an argument.</b></li> <li>• <b>When making arguments and drawing conclusions, always ask yourself if your conclusion MUST follow based on the evidence you have available. If not, determine what additional evidence is required or how your conclusion needs to be adjusted.</b></li> <li>• <b>If you implement a solution to a problem and it fails, reflect on your problem solving process to see if steps were left out, information was missing, or your logic was flawed.</b></li> </ul>
Demonstrates empathy*	This measures the extent to which the candidate is aware of others' needs and extends a helping hand.
	<b>You are likely to recognize when people need support and make an effort to provide some support to others when needed.</b>
Maintains good working relationships*	This measures the extent to which the candidate puts effort into developing good relationships with others.
	<b>You may not place a high value on your work relationships and may be less likely to act in ways that strengthen these relationships over time.</b>
Shares knowledge and guidance*	This measures the extent to which the candidate shares information and offers guidance to others.
	<b>You are likely to share information and offer guidance to others.</b>
Analyses information*	This measures the extent to which the candidate identifies key factors and integrates information to understand data or situations.
	<b>You are likely to be willing to work on tasks that involve analyzing, integrating information and identifying solutions.</b>

Learns quickly*	This measures the extent to which the candidate picks up new information and techniques easily.
	<b>You are likely to absorb and understand new information.</b>
Generates new ideas*	This measures the extent to which the candidate creates innovative approaches.
	<b>You are likely to suggest some novel and imaginative ideas when presented the opportunity to do so.</b>
Uses time efficiently*	This measures the extent to which the candidate manages own time and delivers work on schedule.
	<b>You are likely to struggle managing your own time, often procrastinating and wasting time to the point of missing deadlines.</b>
Works to high quality standards*	This measures the extent to which the candidate completes every task with a high degree of quality.
	<b>You are likely to complete tasks with a high degree of quality.</b>
Adapts to change*	This measures the extent to which the candidate accepts and adapts to changes without difficulty.
	<b>You may be uncomfortable with changes and need to work harder to adapt to new changes.</b>
Controls emotions*	This measures the extent to which the candidate keeps negative emotions under control.
	<b>You may become frustrated in challenging situations and find it difficult to hide these feelings from others at times.</b>