

# Sample Candidate

**Test ID:** 265770197189509 | Sample.Candidate0411@shl.com

**Test Date:** November 4, 2022

## WriteX - Email Writing (Sales)

**62** %tile



Score: 60/100

## WriteX - Email Writing (Sales)

CEFR: A2



62 Percentile

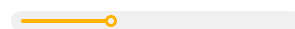
Etiquette

Content

Grammar



85 / 100



32 / 100



64 / 100

## Score Interpretation

- **Evaluators' score:** Refers to human evaluators rating the candidate on a numeric scale (for example 1-5) from which an overall score is generated.
- **AI-based evaluation (#/100):** Scores generated by artificial intelligence are shown as ratings on a scale of 1-100.
- **Comparison score (percentile):** A score that's been compared against a group of other candidates (also known as a normed score). For example, a candidate in the 60th percentile has scored better than 60% of the people in the comparison group.
- **Absolute score (#/100):** A score based on the number of correct responses. For example, a score of 60/100 means the candidate answered 60% of the questions correctly.

The color coding in this report is as given below:

- Scores between 71 and 100
- Scores between 31 and 70
- Scores between 0 and 30

## 1 | Insights

### WriteX - Email Writing (Sales)

CEFR: A2



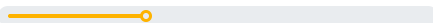
62 Percentile

This score measures the ability to write an email in a proper format. A well written email is easier to read and understand. This skill is extremely important at work given the extensive use of emails for official communication.

The candidate is aware of the basic rules of email etiquette but needs to master the finer aspects.



#### Content

 **32** / 100

This score measures the relevance of the content written on a given topic. A high score on this competency means that the content is relevant, simple and descriptive. The reasoning provided in the email has the ability to influence the reader. This competency is important in most jobs as written communication with clients and colleagues is an integral part of any job.

The email states its main intent but points supporting it are trivial or limited in number. The email lacks important information and leaves room for misinterpretation.



#### Grammar

 **64** / 100

This score measures the grammatical correctness of the email written by the candidate. Improper grammar can affect the meaning and clarity of the email. Knowledge of basic sentence structure and avoiding grammatical errors ensures effective communication.

The sentences are properly structured and there are very few grammatical errors. There are no significant errors in spelling and relatively few errors in the usage of words. The wrong usage does not lead to any ambiguity in the meaning.

## 2 | Response

### WriteX - Email Writing (Sales)

CEFR: A2



62 Percentile

#### Question

Your name is Francis Lewis. You work at IZT Systems Inc. as a corporate sales executive (CSE). Your manager informs you that YeXzart is planning to revamp their outdated inventory management system. He instructs you to reach out to them to convey that IZT Systems Inc. would like to help them transition to the new system. Compose an email to the COO of YeXzart (Victor Lewis at victor.lewis@yexzart.com) to try to convince him that your company is best capable of handling their upgrade. Ask Victor Lewis to send you their project specifications so that you can submit a formal proposal including time and cost estimates.

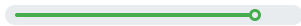
#### About IZT Systems Inc.:

IZT Systems Inc. delivers engineering consulting services worldwide. Their flagship product is the RFID tracker. Courier companies and supermarkets extensively use RFID tags to track their inventory. Their proprietary technology and software assigns and tracks up to 1 million RFID tags. Clients track the items in real time using their proprietary iSYS software tool.

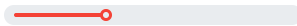
#### Scores

Etiquette

Content

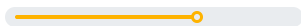


85 / 100



32 / 100

Grammar



64 / 100

#### Response

To: victor.lewis@yexzart.com

Subject: Regarding revamping inventory management system

Hi, Sir Victor.

We hope you **doing finr** today. This present e-mail **its** to officially offer us as a company who can help you with the most **rcent** upgrade of your system. **here** at IZT we are capable of holding your **transtio** and **complrte in the** trusted and reliable way, **as a world cla**ss company we would like to give **yo** our technology and software to track the transition with calm.

**we** would like to receive the specification of the **upgrade** that your company **needs and** we will be sending a proposal that can **suits to** your needs, with cost estimates.

Thanks for **the** attention.

Best Regards,

Francis Lewis

Corporate sales executive(**IZT** system Inc.)

#### Error Summary

- Email Etiquette 4
- Spelling 1
- White Space 1
- Style 0
- Grammar 14
- Typographical 3

## Email Statistics

104

Total words

7

Total sentences

15

Average sentence  
length

72

Total unique words

52

Total stop words

## Error Details

### Email Etiquette

Regarding revamping inventory management system

Using words/phrases like regarding at start of email subject should be avoided.

Regarding revamping inventory management system

Proper nouns not capitalized correctly.

Regards, Francis Lewis Corporate sales executive(IZT system Inc.)

Email closing shouldn't have all capitalised words.

Regards, Francis Lewis Corporate sales executive(IZT system Inc.)

Preferable to write each section of closing in new line.

### Spelling

...e in the trusted and reliable way, as a world class company we would like to give you our te...

This word is normally spelled with hyphen.

### White Space

... you our technology and software to track the transition with calm. we would like ...

Possible typo: you repeated a whitespace

### Grammar

Victor. We hope you doing fine today. This present e-mail it is to officially

Possible Grammar error found. Consider replacing the highlighted text with 'are'.

Victor. We hope you doing fine today. This present e-mail it is to officially offer

Possible Grammar error found. Consider replacing the highlighted text with 'fine'.

nr today. This present e-mail it is to officially offer us as a company who can help

Possible Grammar error found. Consider replacing the highlighted text with 'is'.

ho can help you with the most recent upgrade of your system. here at IZT we are capable

Possible Grammar error found. Consider replacing the highlighted text with 'recent'.

e are capable of holding your transition and complete in the trusted and reliable way, as

Possible Grammar error found. Consider replacing the highlighted text with 'transition'.

of holding your transition and complete in the trusted and reliable way, as a world class

Possible Grammar error found. Consider replacing the highlighted text with 'complete'.

ng your transtio and comprlte in the trusted and reliable way, as a world class

Possible Grammar error found. Consider inserting 'it' over here.

your transtio and comprlte in the trusted and reliable way, as a world class compan

Possible Grammar error found. Consider replacing the highlighted text with 'a'.

n the trusted and reliable way, as a world class company we would like to give yo ou

Possible Grammar error found. Consider replacing the highlighted text with '. As'.

company we would like to give yo our technology and software to track the transit

Possible Grammar error found. Consider replacing the highlighted text with 'you'.

eive the specification of the upfrade that your company needs and we will be sending a

Possible Grammar error found. Consider replacing the highlighted text with 'upgrade'.

e sending a proposal that can suits to your needs, with cost estimates. Thanks for th

Possible Grammar error found. Consider replacing the highlighted text with 'suit'.

ing a proposal that can suits to your needs, with cost estimates. Thanks for the a

Possible Grammar error found. Consider removing the highlighted text

th cost estimates. Thanks for the attention. Best

Possible Grammar error found. Consider replacing the highlighted text with 'your'.

## Typographical

... the most rcent upgrade of your system. here at IZT we are capable of holding your t...

This sentence does not start with an uppercase letter

...are to track the transition with calm. we would like to receive the specification...

This sentence does not start with an uppercase letter

...cation of the upfrade that your company needs and we will be sending a proposal that can ...

Use a comma before 'and' if it connects two independent clauses (unless they are closely connected and short).