Edition 2010

Central Test
Product Description Guide

The Art of assessment

assess

recruit

manage

coach

CENTRAL
test

The Art of assessment

Table of Contents

Central Test
The Art of Assessment

.: Recruit prospective employees and evaluate current ones

The concept of testing primarily existed in military recruitments in the English speaking countries but has gained popularity among HR professionals across the globe. The tests are specially designed to evaluate and facilitate decision making. They give an objective analysis of the candidate or employee in the recruitment process, skills assessment, career management and personal development.

Apart from skills assessment, the tests reveal the personality, strengths, dominant traits and motivations of the individual. They also make interviews more effective, which helps to identify the right candidate and reduce the risk of hiring mistakes, which are often very expensive.

.: Who are we?

Founded in 2002, Central Test develops and provides online psychometric tests to help you evaluate your candidates and employees.
Central Test meets the needs of HR consultants, business organisations, schools and public institutions in the area of assessment. Central Test has a wide range of tests which are high in quality, relevance and innovation. The tools are highly reliable.

Our tools are widely used in Europe (France, Belgium, Switzerland, Spain, United Kingdom, Germany ...), in Africa (Morocco, Algeria, South Africa, Kenya ...), in North America & Latin America (Canada, USA, Mexico, Chile, Argentina ...), Asia (India, China ...), and in Australia and the Middle East (UAE, Jordan ...).

.: Why choose our tests?

- Our tests cater to all the needs of Human Resources: recruitment, career management, skills assessment, evaluation, team and personal development.

- We provide professional tests which are validated by cross-cultural psychometric standards.

- Reports and results are pragmatic and understandable to all users.

- Our tests are multilingual (English, French, German, Spanish, Dutch ...). You can assess your candidates and / or view reports of results in the language of your choice.

- The questionnaires and results are instantly accessible from a simple Internet connection. Everything is centralized on the same interface.

- Our HR solution is cost effective: no training required, no hidden fees, no annual license, etc.. You only pay for the tests that you use.

- We offer packages according to your usage.

- Several personalisation options are available: your client account can be personalised with your company logo and the colours of your choice, setting your job references, creation of candidate groups, import of contacts, etc..

.: Central Test, at your service

Customer Care

Our customer service representatives are standing by whenever you need them. After evaluating your goals, our consultants will suggest the most suitable tests for you.

R&D Department

Our psychologists are available for all issues relating to the development, validation and test results.

Technical Service

Our technical team is always available to resolve any difficulty accessing our online services.

Product Details

Abilities

Personality

Professional Profile

Careers

Theme 1: Personality Tests

Professional Profile

. : Discover your professional profile

About the Test	This test provides an in-depth personality profiling and job temperament analysis based on 12 dimensions of personality
Objective	Professional Profile analyzes a candidate's intrinsic nature and main professional aspirations. This personality test is useful for recruitment as well as for employees' evaluations and career development.
Target Groups	Employees, graduates
Questionnaire	98 questions. Estimated time: 12 to 15 minutes.
Key Features	✓ A comprehensive and dynamic personality report ✓ Control on social desirability ✓ Available in English, French, Spanish, German, Dutch, Romanian, Italian and Polish

▶ Sample Questions

1 / Indicate the statement that would best describe you:

⊙ I prefer reading to conversation
⊙ I meticulously organise tasks

2 / Indicate the adjective that would best describe you:

⊙ Devoted
⊙ Pragmatic

Dimensions:

.: A dynamic approach to personality with 12 dimensions analyzed :

- Need for objectivity vs Persuasiveness
- Firmness vs Flexibility
- Sensitivity vs Resistance to stress
- Introversion vs Extroversion
- Method/Organization vs Adaptation/Improvisation
- Intuition vs Rationalism
- Involvement at work vs Detachment from work
- Need for supervision vs Desire for power
- Far-sightedness vs Need for action
- Humility vs Ambition
- Group feeling vs Need for autonomy
- Individualism vs Altruism

.: Comparison with 9 personality patterns :

- Combative
- Dedicated
- Cooperative
- Dynamic
- Conscientious
- Judicious
- Intuitive
- Independent
- Emotionally engaged

▶ Presentation of the report

- Graphs and detailed tables
- Customized comments
- Strengths, weaknesses and areas to develop
- A profile summary
- Comparison with 58 groups of professions
- Profile matching with job positions of the organization

Big Five Profile

.: Measures the 5 traits of personality

About the Test	The test measures what psychologists and organizational practitioners consider to be the five fundamental dimensions of personality. Recruitment agencies and institutions find it useful for getting a general idea about a candidate relative to other prospective employees and the rest of the population.
Objective	To identify general personality by assessing the relative strength of each of the five major traits.
Target Group	All job categories and levels.
Questionnaire	15 sets of 4 statements Estimated time: 7 to 10 minutes.
Key Features :	

- ✓ Instant generation of results
- ✓ Control of social desirability
- ✓ Available in English, French, Spanish, Dutch and German

1 / To what extent does each of the following sentences describe you? (rate from 1 to 4)

(+)1   2   3   (-)4

☐ ☐ ☐ ☐ pleasant and full of energy
☐ ☐ ☐ ☐ creative and imaginative
☐ ☐ ☐ ☐ comprehensive and tolerant
☐ ☐ ☐ ☐ well-balanced,

Dimensions :

.: The analysis is based on the following factors :

* **Openness:** Conservatism vs. Openness
* **Conscientiousness:** Intuition vs. Meticulousness
* **Extroversion:** Introversion vs. Sociability - Dynamism
* **Agreeableness:** Competitiveness vs. Consciousness of others
* **Neuroticism :** Emotional sensitivity vs. Emotional balance

▶ Presentation of the report

- Description of candidate's dominant trait
- Graphs/Charts
- Customized comments
- Summary table

Occupational Interest Inventory

. : A guide to career management

About the Test	The Occupational Interest Inventory analyzes a candidate's occupational interests according to the 6 dimensions outlined by RIASEC model and matches their profile with 80 job categories. It's goal is to confirm a candidate/trainee's job orientation and professional goals.
Objective	To confirm a candidate/trainee's job orientation and professional goals
Target Groups	Students, job seekers, employees
Questionnaire	84 questions
Estimated time: 12 minutes
Key features	✓ RIASEC general and combined profile
✓ Control of social desirability
✓ Available in English, French, Spanish and German

▶ **Sample Question**

1 / You would like, whether or not in a professional context:

To do scientific research (scale from 1 to 4)

-                                    +

1   2   3   4
○   ○   ○   ○

2 / Generally, to solve a problem

○ You deal with it point by point in a linear manner

○ You identify the problem globally

Dimensions:

Realistic
 (1) Physical activity, outdoors   (2) Manual and technical interests
Investigative
 (1) Science, technology   (2) Intellectual curiosity, learning
Artistic
 (1) Aesthetic sense, expression   (2) Creativity, design
Social
 (1) Dedication to others   (2) Personal relationships
Enterprising
 (1) Leadership   (2) Enterprising
Conventional
 (1) Methodical   (2) Data, numbers

▶ **Presentation of the report**

- Graph (12 main factors)
- Customized comments
- General profile (Holland's model)
- Matching the profile with job clusters (80 standard groups)

CTPI-Pro (Central Test Personality Inventory for Professionals)
.: Comprehensive assessment of work personality

About the Test	CTPI- Pro provides a comprehensive assessment of work related personality traits that play a crucial role in job performance.
Objective	To provide a comprehensive assessment of work personality, competency, leadership style, and team profiles
Target Group	Working professionals at all levels
Questionnaire	160 questions in multiple choice format Estimated time: 25 to 30 minutes
Key Features	✓ User friendly report ✓ Comprehensive assessment ✓ Identification of any attempt of faking ✓ Managerial Potential - score ✓ Customized report with competencies, leadership styles, team roles, negotiation style etc.

In close relationships, my decisions are influenced by my emotions.

    ⊙ Frequently
    ⊙ Sometimes
    ⊙ Rarely
    ⊙ Never

I am ready to help others without much deliberation: (1=hardly ever, 7=almost always)

1	2	3	4	5	6	7
○	○	○	○	○	○	○

Dimensions :
. : Analysis of the report is based on 20 dimensions grouped into 4 clusters

People Management	Task Management	Self Management	Change Management
• Controlling • Affiliative • Lively • Diplomatic • Assertive • Vigilant	• Conscientious • Relaxed • Imaginative • Achievement Oriented	• Self assured • Rule conscious • Emotionally stable • Individualistic • Optimistic • Sensitive	• Foresighted • Experimenting • Adaptive • Action oriented

Workplace Competencies:
82 competencies are mapped on this test. Standard report has 21 competencies; remaining competencies may be configured on demand depending upon applicability and relevance.

Behavioural Styles:
Leadership, Negotiation, Subordination, Leader-subordinate interaction, Team roles

Profile Matching:
The report can also be customized to give profile matching (on a scale from 0% to 100%) of the candidate with desired profile in current and/or expected role.

- Graph (20 factors)
- Customized interpretation for each factor score
- Scores on 21 workplace competencies
- Matching of candidate's results with selected job profiles
- Leadership style
- Negotiation style, team role profile
- Social Desirability score
- Managerial Potential score

Theme 2 : Function Specific Tests

Sales Profile

.: Select the best sales force

About the Test	**The Sales Profile** determines whether or not a candidate or employee has a natural flair for sales by measuring his/her persuasive abilities.
Objective	To select qualified candidates and eliminate unsuitable ones.
Target Group	Sales associates and managers, telemarketers, graduates, business school students, etc
Questionnaire	70 questions Estimated time: 12-15 minutes
Key Features	✓ Sales potential - score ✓ Social Desirability indicator ✓ Personalized analysis ✓ Available in English, French, Spanish, German and Dutch

▶ Sample Question

1 / At the theatre, I would probably be:

○ An actor in "a one-man show"
○ The director of "a Greek tragedy"

Dimensions :

.: 9 sales-related behavioural traits grouped into 3 key dimensions :

"Field sales"	Client prospection, Sales acumen and Closing contracts
"Business Development"	Building business networks, Strategic negotiations and Charisma
"Customer Relations"	Sense of service, Self-control and Technical expertise

▶ Presentation of the report

- Indicators (sales potential score, social desirability)
- General profile
- Graph/charts
- Customized comments
- Summary of the profile
- Matching of candidate's profile with different sales positions and functions
- Matching of profile with company positions

.: Compares the results to 8 business tasks :

- B2B sales
- B2C sales
- Telemarketers
- Bank/Insurance agent
- Client service/ After sales
- Business development (Client Account Management)
- Retail sales
- Sales engineer

Management Style Inventory
.: Assesses management and leadership skills

About the Test	Management Style Inventory assesses aptitude and management and leadership styles. It is based on 7 dimensions of management and compares the candidate with the ideal profile of typical roles. Management Style Inventory is used not only for recruitment but also for training and development.
Objective	Recognize inherent leadership qualities and develop management style.
Target Group	Team leaders, managers, entrepreneurs
Questionnaire	49 questions Estimated time: 8 - 10 minutes
Key Features	✓ Highlights strengths of the candidate and areas for improvement ✓ Identifies management style ✓ Test available in English, French and Spanish

▶ Sample Question

1 / To you, an effective manager:

⦾ Should consider carefully the technical aspects and issues involved
⦾ Basically evaluates the overall scope of a project

2 / Which adjective describes you best:

⦾ Enthusiastic
⦾ Focused

Dimensions:

.: The test relies on 7 dimensions related to management :

- Global Vision vs. Analytical
- Conceptual vs. Operational
- Reflective vs. Spontaneous
- Affiliation vs. Discretion
- Intervention vs. Delegation
- People-Oriented vs. Task-Oriented
- Innovative vs. Conservative

.: Comparison of profile with 7 management roles:

- Manager
- Entrepreneur
- Motivator
- Strategist
- Chief executive
- Expert
- Project manager

▶ Presentation of the report

- Graphs
- Personalized comments
- Detailed table of factors with relative scores
- Compatibility of the profile with management styles

Theme 3 : Intelligence & Aptitude Tests

Reasoning Test

.: Assesses reasoning skills on logical, numerical and verbal abilities

About the Test	Intelligence relates to a range of differing capabilities, such as the ability to reason, plan, solve problems, think abstractly, understand ideas and language, and learn. The Reasoning Test evaluates the general intelligence (IQ) of the candidate and his/her specific logical, verbal and numerical reasoning capacities.
Objective	To evaluate reasoning skills on logical, numerical and verbal abilities
Target Groups	Employees, graduates, students
Questionnaire	42 questions Limited time: 35 minutes
Key Features	✓ Evaluates the general intelligence of the candidate ✓ Detailed solutions to the questions ✓ Available in English, French, Spanish and German

1 / Your father walks faster than you. Your neighbor walks slower than your father. Who walks faster, you or your neighbor?

2 / Complete the following series:
3 - 7 - 19 - 55 - ? - 487

Dimensions :

.: **The candidate receives an overall calibrated rating (mean of 100 and standard deviation of 15) and detailed results by a factor:**

Logical Intelligence:
Logical intelligence is the ability to discover an existing relationship between a set of complexities.

Numerical Intelligence :
Numerical intelligence is the ability to comprehend and interpret numerical data with precision.

Verbal Intelligence:

Verbal intelligence is the ability to understand the subtleties of a language through reporting, public speaking or writing.

▶ Presentation of the Report

- Scores: IQ, logical, numerical and verbal abilities
- General description of evaluated factors
- Detailed results with the solutions of the test

Business English Test

.: Assesses English language proficiency

About the Test	Business English Test is used in the context of recruitment and training to assess English language proficiency.
Objective	To assess the level of proficiency in Business English
Target Group	All profiles
Questionnaire	60 questions Limited time: 40 minutes
Key Features	✓ Efficient and practical assessment of Business English ✓ Norm based reporting on a scale from 0 - 20 ✓ Triple factor assessment on reading comprehension, grammar and vocabulary ✓ Detailed description of scores ✓ Scientifically designed and validated on diverse population

▶ Sample Questions

1 / Complete the sentence:
Research in the work place reveals that people work for many reasons _____

- ○ Money beside
- ○ Money besides
- ○ Over money
- ○ Besides money

2 / Fill in the blank:
"I'm a person ___ technical knowledge of computer will impress anyone."

- ○ Who
- ○ Whom
- ○ Which
- ○ Whose

Dimensions :

.: The candidate receives an overall rating out of 20 and a score for each factor:

Reading : Assesses the ability to read and comprehend the information provided in the written passage

Vocabulary : Assesses knowledge of words essential to understanding and communication in an international environment

Grammar : Evaluates knowledge essential to communication

▶ Presentation of the report

- Overall score on a scale of 0 to 20
- Graphs/charts
- Scores on each dimension

Emotional Intelligence Test - corporate

.: Evaluates emotional intelligence in the workplace

About the Test	**Emotional Intelligence Test** - **corporate** is a tool for assessing emotional intelligence: the ability to perceive, understand and manage one's own emotions and those of others.
Objective	To measure the ability to perceive, understand and manage emotions.
Target Group	All Profiles.
Questionnaire	97 questions Estimated time: 15 to 20 minutes
Key Features	✓ Provides norm based EQ scores ✓ Social desirability indicator to assess validity of the responses ✓ Summary of emotional profile with developmental advice

Dimensions

.: **Analysis of 4 main dimensions and 12 factors.**

Dimensions:
- Intra-personal Intelligence
- Flexibility
- Self-assertiveness
- Relationship management

Factors:
- Self-knowledge
- Self-control
- Self-motivation
- Adaptability
- Self-esteem
- Optimism
- Resilience
- Self-confidence
- Ease with others
- Assertiveness
- Empathy and lucidity

> **Presentation of the report**

- Desirability score
- EQ Score
- Graphs/charts
- Scores per factors
- Summary of the profile
- Customized comment

French Language Test

.: Assesses the level of French language proficiency

About the Test	This test, developed in collaboration with the Alliance Française, evaluates the level of French proficiency of non - native French speaking candidates
Objective	To assess proficiency in grammar, vocabulary and spelling according to a scale created by the Common European Framework of Reference for Languages.
Target Group	Any person whose first language is not French wishing to pursue a career in a French speaking company or market.
Questionnaire	60 questions Limited time: 20 minutes
Key Features	✓ an overall score out of 20 ✓ Score out of 10 for each factor: Grammar, vocabulary, and spelling ✓ Positioning of the candidate on the Reference Scale of European Languages

▶ Sample Questions

1 / Choisissez l'ortographe correcte
- ⚪ Ennivrer
- ⚪ Enivrer

2 / Nous sommes du même avis : nous pensons...
- ⚪ Pareil
- ⚪ Pareillement

Dimensions:

.: The candidate receives an overall rating out of 20 and an individual score on each dimension:

Reading : Evaluates the ability to read and comprehend the information provided in a written passage

Vocabulary : Assesses knowledge of words essential to understanding and communication in a professional setting.

Grammar: Evaluates knowledge of grammar which is essential for communication

▶ Presentation of the report

- Overall score out of 20
- Graphical representation of the results
- Detailed description of each factor
- Solutions explained

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Service Client

Informat

Discover

Enhance your HR practices

Explore our tests

Want to explore our tests and the administration interface? Sign up for our **Free Trial** offer from the home page, http://www.centraltest.com

The trial account allows you to use the tests free for a period of 15 days, once you receive your login information.

Selection

Our customer service providers are standing by to help you anytime you need them in selecting the tests. Depending on your needs (skill level of your candidate), we will recommend the most suitable and appropriate tool.

Test Batteries

1. Personality and Professional Profile

- Professional Profile
- Big Five Profile
- Occupational Interest Inventory

2.Function Specific Test

- Sales Profile
- Management Style Inventory

3. Assessment of intellectual abilities

- Reasoning Test
- Business English Test
- French Language Test

4. Managerial Assessment

- Management Style Inventory

5. Personal Development

- Emotional Intelligence Test-corporate

Request A Quote

We offer two options:

Pay as you go:
Purchase credits each time you would like to use a test

Unlimited Access:
 Access our complete range of tools by paying a subscription fee.

You could be entitled for a discount depending on:

• The number of credits you purchase
• The size of your organisation

For a personalized estimate, please contact our customer service.

Placing an order

You can order online credits directly from your Client account (« Buy Test Online »). Payments can be made by credit card (the credits are allocated from the payment), by check or by bank transfer (the funds are added on validation by our services).
For an unlimited subscription, you must contact our customer service. Upon acceptance of your quote, you can use the tests.

Options

Several options are available, such as:

• Customizing your account, including your logo

• Multilingual access

• Multiple Client Accounts (if you have more than one agency)

• Setting your own position reference

• Import of candidates in a group.

Note: Demonstration videos are available in the client account.

Documentation

Detailed information about the tests (questionnaires, technical documents, sample report, calibration ...) is available in your client account (left menu link "Documentation").

Training

Central Test conducts training programs on the use of its tools as well as for certification in the use of psychometric tools.

Our
References

Organisations

Schools

Public Institutions

Recruitment agencies

Universities

Companies

Our References

A Focus on our international dimension

A selection of our International clients by Industry Sector

Major Organisations

- EDF Distribution
- SFR
- DELOITTE
- BELL Canada

- Glaxosmithline
- Ortel Communications
- DELL
- Orange / France Telecom

Service Industries

- Mc Donalds
- Sigmakalon
- Hygena SA
- Bangalore International Airport (India)

- Serena Spa
- Geneva Airport
- Atac Supermarkets
- Hotel Evasions Sarl

Recruitment Consultants, Assessment Centres

- CCLD Recrutement
- International Management Services
- Paris Partner Conseil
- Adéquation Sa, Switzerland

- Elite Ressources Humaines
- Acumen Recruitment (UK)
- Splash Recruitment (UK)
- SSL Consulting

Schools of Commerce and Engineereing, Business schools, Universities

- Warwick Business School
- Université Paul Cézanne de Marseille
- GRETA
- ESC LILLE

- Accendo Formation
- American Business School
- École des Mines
- ESC Rochelle

Government and Public Services

- ASSEDIC
- Caisse Mutuelle Régionale de Lorraine
- Conseil Général de l'Eure
- Greater Manchester Transport Authority

- Mairie de Neuilly sur Seine
- Communauté urbaine de LILLE
- URSSAF
- AFPA Martinique