Psychometric Testing / Aptitude Tests / Personality Assessments

Employers use a range of psychometrics tests to objectively measure an aspect of your **ability** or **personality**. Tests will vary depending on the organisation but they all form part of the recruitment and selection process designed to measure a candidate’s suitability for the role and company in some respect.

Purposeful **preparation** and **practice**, using high-quality resources, are the keys to success here. [Assessment Day](http://www.assessmentday.co.uk) and [GraduatesFirst](https://www.graduatesfirst.com/university-career-services/le/) provide in-depth analysis of the different types of exercises and practice tests to improve your accuracy, speed and confidence.

|  |  |
| --- | --- |
| **Research and revision:** Which tasks will you face? What do these tests involve and assess? What differences are there between aptitude and personality tests? How would you approach these tests differently? Why is the employer conducting the test? |  |
| **Practice:** Are you practicing in an appropriate environment, with realistic resources that reflect accurately the tests you will face to gain a true reflection of your abilities? Are you being strict with time? Are you answering personality assessments honestly to truly reflect your suitability to the role/company?  For certain career paths tests such as Watson Glaser and UKCAT are also common. Go to the [Career Development Service website](https://le.ac.uk/career-development-service/interviews-and-assessments/psychometric) for links to these and other useful resources. |  |
| **Reflect:** Are you able to receive constructive feedback? Have you practiced enough to reflect upon your areas of strength and development? What more can you do to feel well prepared? How else can you get to know yourself to help with any personality tests you may face? |  |

Before coming to an appointment, look at the information on the ‘[Leicester 1-2-3 approach’](https://le.ac.uk/career-development-service/interviews-and-assessments/psychometric) to effective preparation.

**Add notes & rate using the scale below:**

**Score your preparation so far using the scale below:**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | 2 | 3 | 4 |
| Meets little or none of the above criteria | Meets some of the above criteria | Meets most of the above criteria | Meets all of the above criteria to an outstanding level |

**Action plan: To be completed in your appointment**

|  |  |
| --- | --- |
| Use the prompts below to plan how you will address your areas for development to ensure you reach all the previous criteria to an outstanding level. | **Notes** |
| **Research and Revise:** How will you use the job description, person specification and your application to prepare in line with what the employer will be assessing, both for ability and personality test?  What steps can you take to focus your research and revision?  1.  2.  3. |  |
| **Practice:** How can the Career Development Service support you with your practice? Book your Psychometric Workshop on [MyCareers](https://mycareers.le.ac.uk/). Use the practice tests on [GraduatesFirst](https://www.graduatesfirst.com/university-career-services/le/).  What steps will you take to help you practice effectively and get feedback?  1.  2.  3. |  |
| **Reflect:** How do you analyse your own results? Do you know where to access support to help you address these needs? What do the strengths and areas of development tell you about your capabilities/ behaviours? Can you incorporate your findings into any other area of the recruitment process?  What steps will you take to reflect on each of the practice tests you have taken in order to improve?  1.  2.  3. |  |

**Please bring this document to any future appointments Date…………………….**

**Student Signature……………………… Adviser signature…………………...**