Psychometric Testing
The Basics
...They most commonly assess your verbal, numerical and diagrammatic reasoning abilities and generally take the form of **multiple-choice questions** which have right or wrong answers. They are administered **under exam conditions** with strict time limits. For example, you might be given 30 minutes for 30 or more questions. Usually questions become progressively harder and some tests are **deliberately designed with more questions than can be completed in the time allowed**. Marks are awarded for the number of correct answers given....
Typical test used by Graduate recruiters:

- Critical verbal reasoning test
- Numerical reasoning test
- Diagrammatic test
Diagrammatic Tests

FIRST EXAMPLE QUESTION

A  B  C  D  E
• Start by looking at the ‘big picture’
• Identify rules re shape, size, orientation, proximity, colour...(what has to be there)
• Discount non-possibilities
• ‘Read’ the sequence from left to right then top to bottom and corner to corner
• Try to devise a narrative
• Try to ignore random distracters
• Always check your selection ‘makes sense’ in the overall matrix
From this site you can complete a full Diagrammatic (and also a Verbal, Numerical tests) and receive a personalised feedback report:

http://www.profilingforsuccess.com/kogan-page/

McKinsey Problem Solving Test (PST). This 60 minute multiple choice test is not a diagrammatic test but focuses more on specific problem solving skills:
Numerical Tests

Jones Textiles Ltd - Total Sales (£000s)

<table>
<thead>
<tr>
<th>Category</th>
<th>Last Year</th>
<th>This Year</th>
<th>Next Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Menswear</td>
<td>475</td>
<td>525</td>
<td>600</td>
</tr>
<tr>
<td>Womenswear</td>
<td>755</td>
<td>745</td>
<td>775</td>
</tr>
<tr>
<td>Childrenswear</td>
<td>325</td>
<td>375</td>
<td>600</td>
</tr>
<tr>
<td>Unprocessed fabrics</td>
<td>445</td>
<td>465</td>
<td>515</td>
</tr>
</tbody>
</table>

Jones Textiles Ltd - Sales Breakdown

- Sales to public (factory site)
- Sales to public (Internet site)
- Sales to retailers
- Overseas exports

5. By what percentage did total sales increase from last year to this year?
   A) 0%  B) 5%  C) 10%  D) 15%  E) 20%

6. How much were internet sales worth this year?
   A) £346,500  B) £15,000  C) £231,000  D) £346,500
   E) Cannot Say

7. How much are total sales to the public predicted to be next year?
   A) £431,000  B) £508,000  C) £754,300  D) £959,800
   E) Cannot Say

8. Which category of product generated the most revenue over the Internet?
   A) Menswear  B) Womenswear  C) Childrenswear  D) Unprocessed  E) Cannot Say
   F) Fabrics
1. Addition, Subtraction, Multiplication, Division
2. Graph, table & pie-chart interpretation
3. Speed of information processing
4. Percentage manipulation, including increases and decreases
5. Ratios
6. Build speed!
Websites

eFinancialCareers Online Numerical Tests:
http://students.efinancialcareers.co.uk/numerical_test.htm

Practice SHL’s numeracy tests:
http://www.shl.com/TryATest/Pages/CandidateHelp.aspx
Critical Verbal Tests

Cardiovascular disease is so prevalent that virtually all businesses are likely to have employees who suffer from, or may develop, this condition. Research shows that between 50-80% of all people who suffer a heart attack are able to return to work. However, this may not be possible if they have previously been involved in heavy physical work. In such cases, it may be possible to move the employee to lighter duties, with appropriate retraining where necessary. Similarly, high-pressure, stressful work, even where it does not involve physical activity, should also be avoided. Human Resources managers should be aware of the implications of job roles for employees with a cardiac condition.

Question 1: Physical or stressful work may bring on a heart attack

TRUE     FALSE     CANNOT SAY
• Practice reading newspaper articles critically – ask yourself if the evidence presented demonstrates the claims
• Develop a secure vocabulary
• ‘Chunk’ information – recap in a narrative
• Highlight pieces of crucial information
• Simplify statements using logic – i.e. if X leads to Y, does Y lead to X?
• Sometimes relies on ignoring all prior knowledge of a subject to use only the information provided
www.psychometric-success.com provides the chance to try numerical, verbal, abstract, spatial and mechanical tests and looks at the rationale behind each type of test.

If you would like to take the PSL/Kenexa on-line Verbal and Numerical Psychometric test, please e-mail get@gre.ac.uk your:

- Name and Surname
- E-mail Address
- Student Number
- Gender
Finally ...

- Get at least 7 hours sleep prior
- Reduce noise distraction
- Do some breathing and stretching exercises
- Have a pen and blank sheet of paper handy
- If possible, calculate the speed at which you will have to work
- Utilise IT facilities of flagging up and returning to more challenging questions

However, the MOST important thing is to practice before you do the tests ...
Practice to manage constraints of TIME
(to build Speed & Accuracy)

• Practise Every Day
• 2 Weeks Before the Actual Test
• Practice Between: 30 Min and 2-hrs
Books

- How to Succeed at Interviews and Other Selection Methods, The Careers Group, 2007
- How to Master Psychometric Tests, Mark Parkinson, Kogan Page, 2008
- How to Pass Graduate Psychometric Tests, Mike Bryon, Kogan Page, 2007
- How to Pass Professional Level Psychometric Tests, Sam Al-Jajjoka, Kogan Page, 2004. (Contains practice tests for the IT, finance and recruitment sectors)
- How to Master Personality Questionnaires, Mark Parkinson, Kogan Page, 2000
- The Times Book of IQ Tests, Philip Carter & Ken Russell, Kogan Page, 2005
- The Ultimate Psychometric Test Book, Mike Bryon, Kogan Page, 2006
- Practise & Pass Professional Numeracy Tests, Alan Redman, Trotman, 2010
- Practise & Pass Professional Verbal Reasoning Tests, Alan Redman, Trotman, 2010
- Brilliant Verbal Reasoning Tests, Rob Williams, Pearson, 2009
- Brilliant Numerical Reasoning Tests, Rob Williams, Pearson, 2009