

**Close Personal Relationships:** This factor indicates a person's preference for working closely with others or working independently. High scores indicate a person's preference for working in a close-knit team, while low scores indicate a preference for more solitary work. This factor is dependent upon the organizational culture and the position—teamwork has been linked to success in many organizations; however, some people prefer to work alone and some jobs require an independent working environment.

*Sample Question:* I prefer jobs with close teamwork and cooperation.

Notes

**Compete and Win:** This factor represents a person's preference for being competitive and focusing on how decisions will impact themselves. A high score indicates that a person would spend much of their time focused purely on the win—in certain roles like Sales, a high Compete and Win score is typical. People with low scores tend to put other factors ahead of their own success—most typical organizational roles either have a middle- or lower-ranked score in this attribute.

*Sample Question:* I'm not above using people to get my way if I feel I'm right.

Notes

**Desire for Structure:** This factor indicates a person's preference for following procedures and adhering to rules. High scorers like to follow precedent and established processes. Low scorers enjoy creating their own rules and are comfortable working without structure and guidelines. There are many jobs that require methodical administration and follow-through to ensure tasks are accomplished on time and on schedule. Others require a more free-wheeling style, such as sales or jobs which require making up rules as you go.

*Sample Question:* I like to play it safe and go by the book.

Notes

**Expressive and Outgoing:** This factor is representative of a person's interest in public contact. People who score high in Expressive and Outgoing label themselves as having many social contacts and generally enjoy the limelight. People with a low score in this factor indicate that they would not likely have an interest or willingness to stand out in social settings. There are many jobs that require outgoing personalities (selling, management, public relations) and positive public contact. Many other positions—quality control, accounting, etc.—would not dictate a high score in this factor.

*Sample Question:* It is easy for me to start a conversation with a stranger.

Notes

**Frequent Problem Solving:** This factor provides information about a person's attitude toward solving complicated problems. People with high scores prefer jobs that require a mental challenge and enjoy using their minds to solve complex problems. Low scorers would likely prefer a more standardized workplace, without numerous problems to solve. Positions that do not provide a mental challenge may prove boring to people who score highly, while problem-solving positions may intimidate those with low scores.

*Sample Question:* I enjoy the challenge of solving a logical problem.

Notes



**Innovation and Creativity:** This factor represents a person's attitude toward free-thinking and creativity. High scores indicate a person enjoys out-of-the-box thinking. Low scorers prefer systematic, traditional work. Some organizations expect their people to continually generate new and better ways of producing work. It would be de-motivating to put a person with high creativity interests in a position requiring repetitive, unchanging work.

*Sample Question:* I'm known for my unconventional solutions to problems.

Notes

**Need to be Perfect:** This factor represents a person's attitude toward producing a perfect product. People with high scores may constantly look to improve—the danger is that they will never be satisfied enough with the final product and could cause unnecessary delays and reductions in output. People with a low score can quickly go through work and get things done—the caution is that too little perfectionism may characterize people who can be sloppy and unconcerned with quality. As a rule of thumb, a small amount of perfectionism goes a long way.

*Sample Question:* I insist on taking time to perfect a project.

Notes

**Quick Decisions:** This factor measures how fast a person prefers to make a decision. High scores indicate a preference for making snap decisions and speedy responses. Low scores indicate a preference for deliberation and slower response. Jobs that require fast decisions and actions require people who enjoy that type of environment. Too much impulsiveness, however, can lead to the "ready, fire, aim" syndrome, especially if it is not in a position that requires quick decisions.

*Sample Question:* Getting a job done is more important than how it is done.

Notes

**Willingness to Change:** This factor indicates a person's tolerance for frequent change on the job. Some jobs are steady while others change from day to day. People with high scores thrive on fast pace and change; they enjoy jobs that challenge them with much variability. A low score would typify people who prefer stability—these people could burn out with the pressure of constant change.

*Sample Question:* I don't like jobs that keep changing.

Notes



## EMERGENETICS | ESP

### Aptitudes – Definitions

**Attention to Detail: This factor indicates a person’s ability to quickly and accurately spot mistakes.**

This skill is often associated with error checking, editing, proof reading, and order entry accuracy. It often involves working with numbers such as stocking units, inventory, accounting numbers and business reports.

Many jobs require the jobholder to review data and discern small differences and discrepancies. To evaluate this domain, we developed a simple task that involved visually scanning a fictitious product code looking for differences and similarities between numbers. Comparing numerical data usually requires less computational ability than analyzing data or using mathematical operators to solve problems.

Notes

**Business Spelling: This factor indicates a person’s ability to correctly spell common business related words.**

This skill is an essential element of performance for persons in a business environment where excellent spelling and grammar are needed—specifically, in positions such as editing, proofreading, administrative, and business reporting.

Spelling is a key component across broad jobs and industries. To evaluate this domain, we developed a test that lists commonly misspelled business-related words (high school level vocabulary words), and asks candidates to verify a correctly spelled word or correct a misspelled word.

Notes

**Verbal Comprehension: This factor indicates a person’s ability to identify and comprehend high school level vocabulary words and place them within the context of a business focused environment.**

Knowledge of and ability to interpret moderately high-level words and meanings is a critical marker for overall communication abilities—with ideas, thoughts and people. This competency is associated with positions requiring higher level communication around products and services as well as the ability to solve customer client issues, such as marketing, PR, sales, account support and client relations.

Verbal Comprehension is a telling measure across diverse jobs and industries. To evaluate this domain, we developed a test that provides a word within the context of a sentence and asks candidates to discern its meaning.

Notes

**Problem Solving/Multitasking: This factor indicates a person’s ability to perform several tasks at once—1) Correctly solving business-related logic problems; 2) Reading and interpreting email messages.**

Problem solving and critical thinking is a necessity in almost any job or industry. This skill is also an indicator of mental ability and has become even more of a necessity in today’s workplace, as people are constantly asked to solve complicated problems while being distracted by interruptions. This competency is associated with a diverse range of jobs including managerial and supervisory positions, and positions like account management that require critical thought and processing skills.

Problem Solving/Multitasking is a dual measure of competency and fits within a broad work environment. To evaluate this domain we developed a test that mimics an Email module, with logic problems presented on one side of the module screen and email messages on the other side of the module screen. Candidates are asked to solve logic problems as well as read emails and answer questions related to them.

Notes

