

Assessmentday login

STEP 1

1. Current Students

- Log onto UCL Desktop

2. Recent leavers

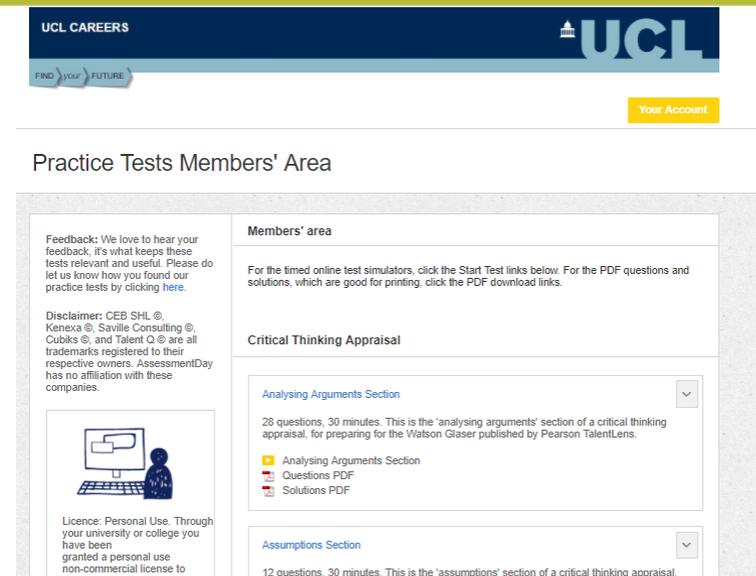
- Own computer required
- Ask facilitator for Wi-Fi details

STEP 2

- If you HAVEN'T registered previously with Assessmentday, register with your UCL email address at www.assessmentday.co.uk/UCL and instructions will be sent to your UCL email account
- If you HAVE already registered for Assessmentday
 - login at www.assessmentday.co.uk/ucl
- If you cannot access your UCL email account, tell the facilitator

STEP 3

- STOP – DO NOT start completing the tests**



The screenshot shows the 'UCL CAREERS' header with the 'FIND your FUTURE' logo and a 'Your Account' button. Below the header is the 'Practice Tests Members' Area' section. It contains a 'Members' area with a feedback message, a disclaimer, and a license notice. The 'Critical Thinking Appraisal' section is expanded, showing two sections: 'Analysing Arguments Section' (28 questions, 30 minutes) and 'Assumptions Section' (12 questions, 30 minutes). Each section has links for 'Questions PDF' and 'Solutions PDF'.

A large, solid yellow arrow pointing to the right, positioned to the left of the main title text.

UCL CAREERS ESSENTIALS MOCK APTITUDE AND OTHER PSYCHOMETRIC TESTS

COLM FALLON

UCL Careers Consultant

Career Essentials 2018/19

Talks, workshops and eLearning

Search 'UCL Careers Essentials'

9-title lunchtime talks:

Making the most of panel and alumni events

Improve your CV

Better applications, cover letters and personal statements

Interview success

Your future and how to work towards it

Sourcing jobs and work experience

Considering a Masters

Find and fund a PhD

PhD applications

4-title workshops:

Practice aptitude, e-tray and psychometric tests

Mock assessment centre

LinkedIn: Sourcing opportunities and raising your profile

MBTI: Personality profiling

6-module 'eLearning' course



Introduction to the graduate job market

Your future and how to work towards it

Sourcing jobs and work experience

Planning for success – how to manage your job hunt

Effective CV, cover letter and applications

Interview success

What's coming up

Talk: Improve your CV	17 th Jan
Talk: Better Cover letters, application forms & statements	23 rd Jan
Workshop: Mock Assessment Centre	23 rd Jan
Talk: Make the most of Panels and Alumni Events	28th Jan
Talk: Interview Success	29 th Jan
Talk: Considering a Masters	30 th Jan
Talk: Improve your CV	4 th Feb
Talk: Sourcing jobs & work experience	5 th Feb
Talk: Better Cover letters, application forms & statements	6 th Feb

Many talks repeated after reading week plus

- Find & Fund a PhD
- LinkedIn workshop
- MBTI (personality profiling workshop)

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► Sector Themed Careers Week programme

[ucl.ac.uk /careers/about/events/themed-weeks](https://ucl.ac.uk/careers/about/events/themed-weeks)



Charities & NGOs – w/c 28th January



International Development – w/c 4th February



Sustainability Fortnight – w/c 18th February



Life & Health Sciences – w/c 4th March

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Career Essentials: resources and recordings

Search 'UCL Career Essentials'

UCL CAREERS

Home | Explore your options | Find opportunities | Prepare to apply | Information for employers | About us | Resources | myUCLCareers

Home

Explore your options

Find opportunities

Prepare to apply

Information for employers

About us

Resources

A-Z directory

Careers library

E-Learning

Case studies

Events recordings

Departmental

Alumni mentoring

myUCLCareers

UCL Home / UCL Careers / Resources / Events recordings / Career Essentials

Career Essentials

For each Career Essentials session in the programme, we aim to provide a mix of Lecturecast recordings, pdf files of the slides and / or any additional resources / handouts that were given out.

In addition to accessing these resources, we would recommend checking our events programme for forthcoming Career Essentials talks. (use the 'Event type' filter to search for Career Essentials or register to receive event updates by email as below).

Alternatively, you can work through the relevant module of our eLearning course - Career Essentials Online in your own time.

Career Essentials Online: Find out more

myUCLCareers: View events listing

myUCLCareers: Register for event updates

Recent events and archived resources

Your future and how to work towards it (Career decision-making)

Lecturecast (current student access) | presentation slides (pdf download) | additional handouts

Understanding the graduate job and postgraduate study market

Lecturecast (current student access) | presentation slides (pdf download)

Sourcing jobs and work experience

Lecturecast (current student access) | presentation slides (pdf download)

Effective networking - make the most of the UCL Careers fairs

Lecturecast (current student access) | presentation slides (pdf download) | additional handouts

<https://www.ucl.ac.uk/careers/resources/slides/career-essentials>

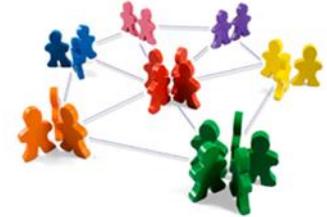
► What we'll look at today.....

- When / Where are you going to be faced with psychometric tests?
- Why do recruiters use them? / Why you need to care!
- What are psychometric tests?
- **Practice:** numerical and verbal reasoning test

Break

- **Reflection:** what have you learned?
- Insight into situational judgement, e-tray and personality tests
- Practice test resources
- **Optional practice:** e-tray/ situational judgement test

How much do you know?



- What 'types' of employers typically utilise psychometric tests
- What's the average number of applications received **per** graduate scheme vacancy place for 2017?
A: 75 **B: 167** **C: 29**
- What % of a sample of the biggest 200 UK graduate recruiters use psychometric testing as part of their recruitment process?
A: 25% **B: 52%** **C: 82%**
- What are the different types of psychometric tests commonly used within graduate recruitment?

 The graduate job market

Characteristics	Graduate 'Schemes'	Graduate 'jobs'
Structure	3 months to 3 years Majority offer rotations Professional qualifications Fast-track to future leadership	Ad hoc
Industry coverage	Largely commercial focus	All sectors
Graduate intake	Between 5 – 1,700+	1+
Recruitment timelines	Typically 1 to 3 intakes per year Limited number recruit all year round	Flexible (as required)
Internship/ work experience opportunities	Majority offer internships. High % conversion to graduate job offer.	Sometimes. Often sourced through being pro-active: referrals/ speculative approach
% of overall graduate vacancies available	Minority < 20% of circa 200K annual jobs for grad leavers	Majority
Competition	Highly competitive	Opportunity dependent

FIND *your* FUTURE



Typical Graduate 'Scheme' / 'job' recruitment Cycle

2018

2019

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep
-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------	-----	-----



Grad JOBS - Year round recruitment

Grad SCHEMES start dates



Grad SCHEMES applications window



Grad SCHEMES recruitment, selection and offers



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Competitive marketplace

Graduate SCHEME applications per vacancy

Graduate JOBS applications per vacancy

Table 4.1: Graduate hires, salaries and applications by sector

Sector	% of hires	Starting salary	Applications per vacancy	Average % of ex-interns
Overall	100%	£28,000	75	34%
Accountancy or professional services	22%	£26,433	29	19%
Banking or financial services	8%	£35,000	90	40%
Construction/Built Environment	2%	£27,000	36	27%
Consulting or business services	4%	£28,000	45	-
Energy, water or utilities	2%	£28,000	97	20%
Engineering or industrial	12%	£27,250	78	23%
FMCG	2%	£26,750	167	45%
Investment bank or fund managers	1%	£37,000	133	55%
IT & Telecommunications	10%	£30,000	84	23%
Law	5%	£39,000	49	64%
Public sector	20%	£27,000	31	-
Retail	9%	£25,250	93	31%
Transport or logistics	1%	£26,750	88	15%

Graduate Marketing and Admin Assistant

Save ☆

- £18,000 per annum
- London
- 4 days ago
- 60 applications



Company Profile Our client is a boutique specialist recruitment agency who work with companies across the medical, technology and pharmaceutical industries. They offer high-end solutions to growing companies and have enjoyed great success in the past few years. The Role: This is an amazing opportunity...

[Similar jobs](#)

Graduate Campaign Manager - Marketing Agency

Save ☆

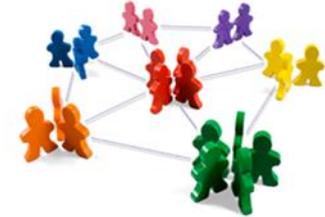
- £21,000 per annum, inc benefits
- London
- 14 May
- 17 applications



Graduate Campaign Manager - Marketing Agency London £21k per annum + excellent progression + benefits An exciting and rapidly expanding marketing analytics consultancy is looking to recruit two top calibre graduates for the career opportunity of a lifetime This is the chance to join a business which has...

[Similar jobs](#)

How much do you know?

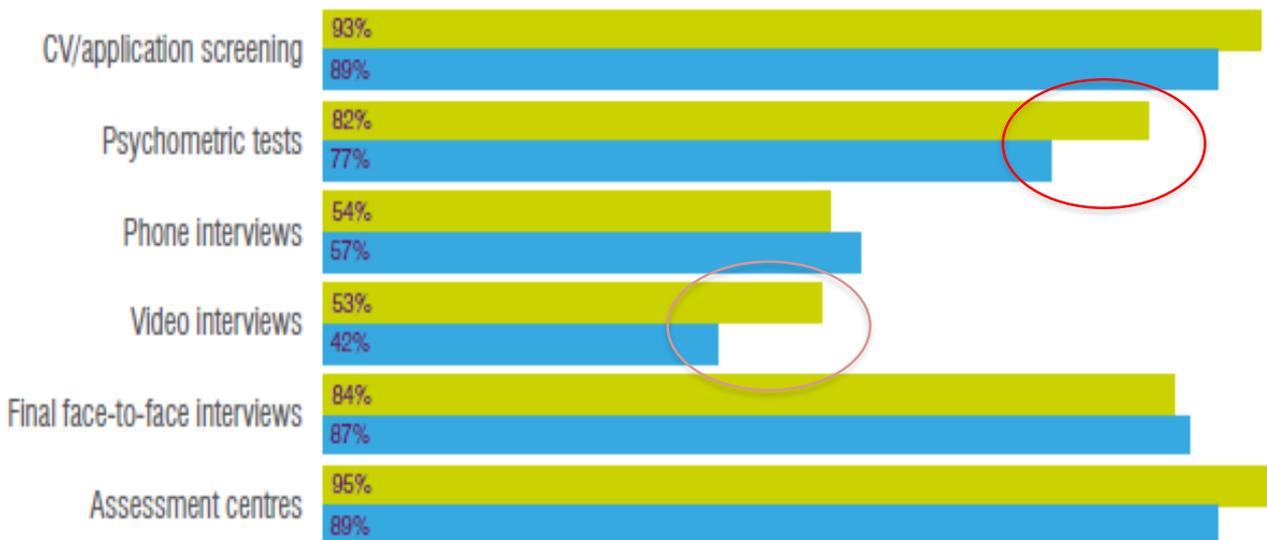


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Graduate scheme selection activities

Figure 44
The share of employers using specific selection instruments

2017 2016



188 employers with 19,633 graduates in 2017. Source of 2016 data: AGR Annual Survey 2016.

Conclusions:

1. Psychometric tests common and effective selection filter
2. Average lead time between application and offer 10 weeks
3. Invest in becoming an expert 'potential candidate'

Typical Graduate scheme recruitment Process

Graduate Scheme recruitment (not current)

Online application form

Online aptitude test

e-Tray exercise

Assessment centre

Job offer



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Typical Graduate scheme recruitment Process

Graduate scheme recruitment (not current)

Online application form (11,598) 100%

Online aptitude test (9,491) 81%

e-Tray exercise (2,706) 23%

Assessment centre (567) 5%

Job offer (188) 62 apps per place

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Selection activities competency grid

Selection	Group	Presentation	Interview	Psychometric
Teamwork	X		X	
Organisational				X
Persuasion		X	X	
Numerical/ Analytical				X
Work under pressure		X		X
Critical reasoning/ Communication	X	X	X	X
Motivation			X	
Decision-making	X			

How much do you know?



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Common Psychometric tests

Definition: Structured exercises used to measure various aspects of aptitude, competence, skill, sensitivity, memory, intelligence and personality. (Measuring potential rather than knowledge.)

Types:

- Situational Judgement tests (SJT's)
- Personality tests
- Aptitude (or ability) tests
 - [numerical reasoning tests](#): interpret data, graphs, charts or statistics. Can test basic arithmetic.
 - [verbal reasoning tests](#): understand written information and evaluate arguments and statements.
 - [diagrammatic reasoning tests](#): follow diagrammatic information or spot patterns. Can check spatial awareness.
 - [logical reasoning tests](#): follow through to a conclusion given basic information, or using your current knowledge or experience.
 - [deductive reasoning tests](#): similar to logical reasoning tests. You are typically given information or rules to apply in order to arrive at an answer.
 - [inductive reasoning tests](#): these are similar to diagrammatic or abstract reasoning tests, and often involve spotting patterns.

■

Aptitude tests

- ▶ Assess abilities in specific areas e.g. Numeracy, verbal reasoning, spatial reasoning, critical thinking
- ▶ Measure aptitude NOT knowledge
- ▶ Typically multiple-choice format
 - Right/ wrong answers
 - Timed conditions
- ▶ Scores benchmarked against a 'norm' group
- ▶ Testing stages and process vary....
 - Online/ test-centre
 - Initial/ latter stages/ multiple tests
 - Short notice periods

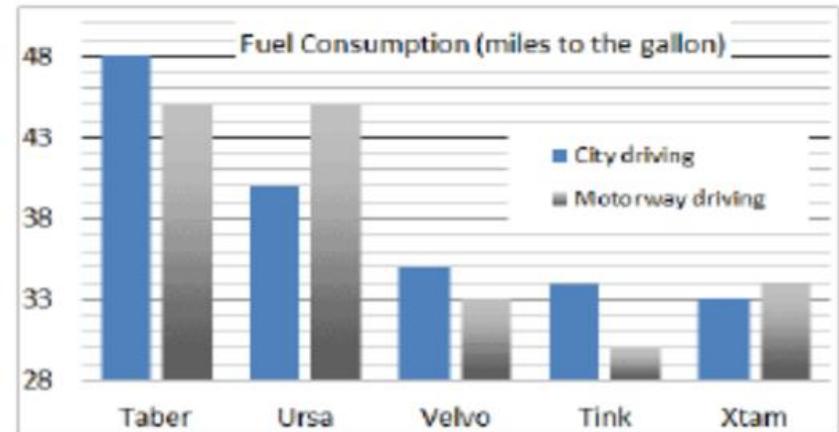
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Sample: Verbal reasoning

Stem cells are cells that can self-renew and differentiate into specialised cell types. Because of their potential to replace diseased or defective human tissue, stem cells are seen by scientists as key to developing new therapies for a wide range of conditions, including degenerative illnesses and genetic diseases. Treatments based on adult stem cells – from sources such as umbilical cord blood – have been successfully developed, but what makes stem cell research controversial is the use of embryonic stem cells. Not only do embryonic stem cells reproduce more quickly than adult stem cells, they also have wider differentiation potential. The main opponents to stem cell research are pro-life supporters, who believe that human life should not be destroyed for science. Advocates of stem cell research counter this crucial point by saying that an embryo cannot be viewed as a human life, and that medical advances justify the destruction of embryos. Furthermore, stem cell research utilises the thousands of surplus embryos created for in vitro fertilisation treatment. The issue is particularly divisive in the United States, where federal funding is not available for the creation of new embryonic stem cell lines, although recent legislation has opened up government funding to further research on embryonic stem cells created through private funding. Whereas many governments prohibit the production of embryonic stem cells, it is allowed in countries including the UK, Sweden and the Netherlands.

- Q - Stem cells are at the forefront of medical research because of their ability to grow indefinitely.
- True
 - False
 - Cannot say

Sample: Numerical reasoning



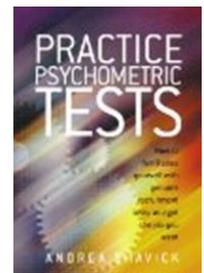
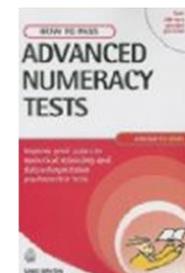
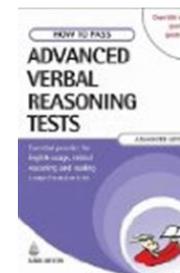
Car	Maximum speed (miles per hour)	Cost
Taber	65	£12,500
Ursa	60	£15,250
Velvo	125	£37,500
Tink	95	£55,250
Xtam	110	£62,500

If a driver travels an average of 4,250 miles per month driving along motorways in an Xtam car, what is the predicted annual consumption of fuel (in gallons)?

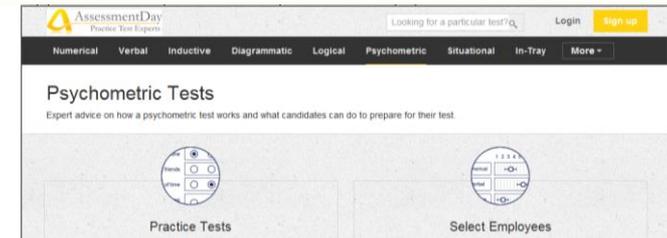
- (A) Cannot say
- (B) 1,500
- (C) 125
- (D) 150
- (E) 1,250

Online and off-line Practice tests

- ▶ www.assessmentday.co.uk/psychometric-test.htm
- ▶ www.psychometrictest.org.uk
- ▶ www.shldirect.com/en/practice-tests
- ▶ <http://practicetests.cubiks.com/>
- ▶ Individual employer recruitment website pages
- ▶ <http://www.psychometricinstitute.co.uk/Free-Personality-Test.asp>
- ▶ practice test guides available to loan from careers service (deposit required)



AssessmentDay login



- If you have already registered for Assessmentday
 - login at www.assessmentday.co.uk/ucl
- If you haven't, register with your UCL email address at www.assessmentday.co.uk/ucl and instructions will be sent to your UCL email account
- Calculators CAN be used
- Your detailed feedback report will be generated as soon as you have completed the test ******Save the file******

FIND *your* FUTURE

AssessmentDay tests and break

**Verbal reasoning test 1:
21 questions (17 minutes)**

**Numerical reasoning test 1:
20 questions (24 minutes)**



Verbal Reasoning

Start Verbal Reasoning Test 1



21 questions, 17 minutes. This style of verbal reasoning test is suitable for preparing for tests published by CEB SHL, Kenexa, and Cubiks. It is the classic 'true-false-cannot say' style used by most test publishers.

 Start Verbal Reasoning Test 1

 Questions PDF

 Solutions PDF

Numerical Reasoning

Start Numerical Reasoning Test 1



20 questions, 24 minutes. This style of numerical reasoning test is suitable for preparing for tests published by CEB SHL, Kenexa, Cubiks, and Saville Consulting. The format involves interpreting data from a graph or table and picking a multiple choice answer. This style of numerical test is used by most test publishers except Talent Q.

 Start Numerical Reasoning Test 1

 Questions PDF

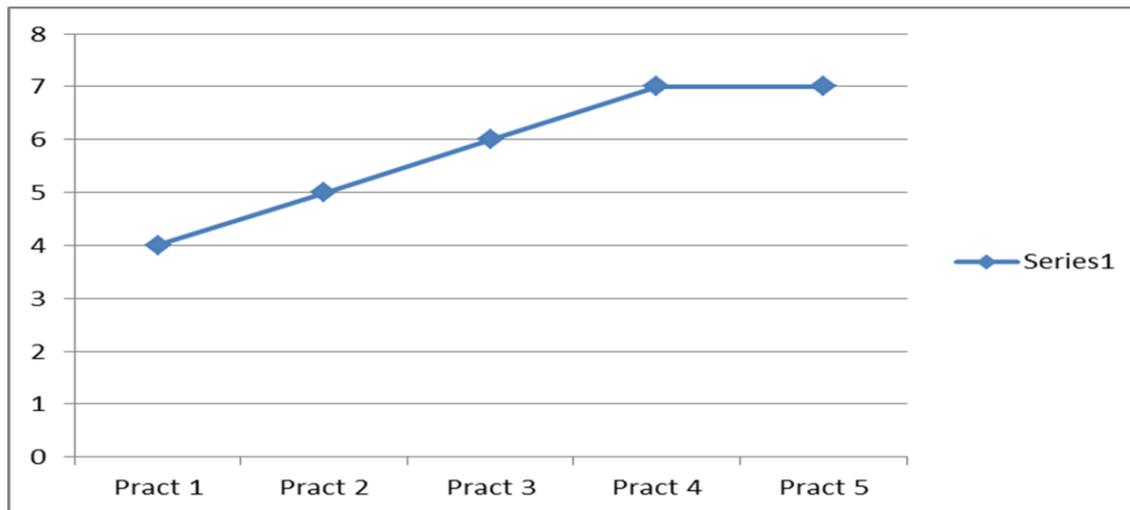
 Solutions PDF

Back in your seats by 3:25pm

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Feedback?

▶ Natural aptitude



▶ Practice factor – grad recruitment

Applications: No. No. No. Yes
 (Aptitudes, No) No. No. Yes
 (interview, Yes, assessment centre, No) Yes (interview, No),
 Yes (interview, Yes, assessment centre, No),
 Yes (interview, Yes, assessment centre, No),
 Yes (interview, Yes, assessment centre, No) Yes
 (interview, Yes, assessment centre, Yes) – **JOB OFFER**

► Situational Judgement tests (SJT's)

- Increasing popularity: PwC, NHS, John Lewis
- Used for self-assessment or as filtering mechanism
- Candidates presented with a range of role-relevant situations
 - For each situation, usually 4 or 5 potential actions
- Generally online, multiple-choice and time limits (organisation dependent)
- No special training, knowledge, or experience required

Sample Situational Judgement test

You are working as a Graduate Trainee for Sutton & Sykes, a manufacturer of domestic electrical goods for the UK and European market. You are on a rotational placement programme spending 6 months in each of 4 different departments of the company in order to 'learn the ropes' before being assessed for a permanent management position. You have completed your placements in Manufacturing and in Facilities Services. You are half-way through your 6 months in the Human Resources (HR) department.

Your final placement will be with the Finance department and is due to commence upon completion of your 6 months in HR.

In relation to the following situations, what do you consider to be the most and least applicable response.

FIND *your* FUTURE

You have had an email from a senior manager in the Finance department, Sally Arkwright, who will be your placement supervisor when you join the team in 3 months' time. She is keen that you are aware that you will be joining the department at their busiest time. You are due to start in Finance in January which is the peak financial planning season. The staff will be working flat out to produce the annual business plans and budget allocations for each department in Sutton & Sykes and to align this with the projections of profit & loss for the business. Your supervisor feels that it is very important you are aware of this so you can 'hit the ground running' when you join the team. You have never worked in a finance role before.

MOST

LEAST

Search the internet for information on business planning, budgeting and profit & loss calculation.

Email Sally and ask if it would be possible to have a one-to-one meeting with her before you begin your placement to find out as much as possible about the projects on which you might be working.

Thank Sally and say that you will contact her in December, a few weeks before your placement, and ask for specific details of your projects.

Email Sally thanking her for her early warning. Ask her whether she can provide any information on the projects on which you might be working in January.

FIND *your* **FUTURE**

You have had an email from a senior manager in the Finance department, Sally Arkwright, who will be your placement supervisor when you join the team in 3 months' time. She is keen that you are aware that you will be joining the department at their busiest time. You are due to start in Finance in January which is the peak financial planning season. The staff will be working flat out to produce the annual business plans and budget allocations for each department in Sutton & Sykes and to align this with the projections of profit & loss for the business. Your supervisor feels that it is very important you are aware of this so you can 'hit the ground running' when you join the team. You have never worked in a finance role before.

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Thank Sally and say that you will contact her in December, a few weeks before your placement, and ask for specific details of your projects.

X

Email Sally thanking her for her early warning. Ask her whether she can provide any information on the projects on which you might be working in January.

FIND *your* **FUTURE**

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x

Thank Sally and say that you will contact her in December, a few weeks before your placement, and ask for specific details of your projects.

x

Email Sally thanking her for her early warning. Ask her whether she can provide any information on the projects on which you might be working in January.

► Situational Judgement tests (SJT's)

► Tactics:

- Answers draw on life experience and common sense

- Practice similar questions

- **Familiarise yourself with the recruiter's competency profile**

Communication, Teamwork, Negotiation and persuasion, Problem solving, Organisation, Commercial awareness (or business acumen), Ability to work under pressure, Ability to be pro-active and use your initiative, etc.....

► Personality tests

- Identify characteristics appropriate to specific job role
- Explore way react to/ deal with different situations
 - How you relate to others/ work style/ ability to work autonomously/ motivation and determination
- Not usually a 'RIGHT' answer'
 - Used as a filtering mechanism or to 'inform' later stages of recruitment process

Example Personality test questions

Which of the two options describes you best	Option 1	Option 2
In a heated discussion do you:	look for common ground	stick to your guns
Are you inclined to be:	somewhat reserved	easy to approach
Do you tend to choose	rather carefully	somewhat impulsively

Which of the following are you MOST and LEAST like?	competitive, considerate, outgoing, harmonious, trusting, contented, positive, peaceful
---	--

► Personality tests

Tactics

- Don't second guess as consistency checks built in
- Often untimed exercises – better to use first reaction (be yourself)
- Familiarise yourself with the recruiter's competency profile

▶ Online Etray scenarios

- ▶ Simulate a work place and position relevant scenario
 - ▶ Candidates are provided with background data relevant to the exercise such as emails, company information and abstracts which will be required at some stage in the exercise.
- ▶ Candidates may be required to:
 - ▶ Respond to emails, faxes, phone calls and solve problems as if they were employees in that organisation – often multiple choice
 - ▶ Respond to tasks of varying difficulty and priority, and must decide which to tackle, postpone and which to delegate to another member of staff.
 - ▶ Write press releases, conduct critical/strategic reviews, provide specialist advice or simple correspondence between employees or stake holders.

eTray sample

E-Tray Exercise

Instructions for using the interface.

E-Tray Instructions

Your task is to respond to as many of the emails as you can within the time limit of **45 minutes**. You must read the background information which gives you useful information about the role you are being asked to assume and the company you are working for. When responding to the emails try to imagine yourself in a work environment. You will NOT receive replies to any of your emails or actions during the exercise, so reply to the best of your ability with the information you are given.

1. Here is an overview of the main inbox page.

Folders	Emails	Email Status
 Inbox		
 Documents	 From: [redacted]	Replied
 Organogram	 From: [redacted]	
 Etray Instructions	 From: [redacted] Subject: [redacted]	
 Exercise Background	 From: [redacted] Subject: [redacted]	
 Finish Exercise:	 From: [redacted] Subject: [redacted]	Replied
 From: [redacted]		
 From: [redacted]		
 From: [redacted]		

If you are sure, tick the checkbox above and then click the "Finish Exercise" icon above to finish.

▶ Etray exercises - tactics

▶ Follow instructions:

- Useful to 'scan' read all documentation at the outset

▶ Answer in your head first before reading **all** possible answers

- Prevents selecting answer that LOOKS correct rather than IS correct.
- Avoids being side-tracked by red-herring answers

▶ For written components, make a short plan

▶ Research the role and organisation ahead of time

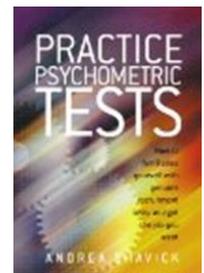
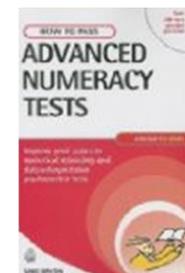
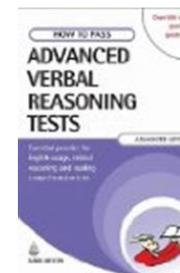
- Competency profile, specific job responsibilities, case studies of people doing similar jobs

Summary

- Research sectors/ organisations of interest and understand likelihood of psychometric tests being part of a typical selection process
- 'Be yourself', but to a degree 'play the game'
 - Use the organisation's competency profile to second-guess your instincts
- Exposure and practice are vital
 - Try and reach your 'natural aptitude'

Online and off-line Practice tests

- ▶ www.assessmentday.co.uk/psychometric-test.htm
- ▶ www.psychometrictest.org.uk
- ▶ www.shldirect.com/en/practice-tests
- ▶ <http://practicetests.cubiks.com/>
- ▶ Individual employer recruitment website pages
- ▶ <http://www.psychometricinstitute.co.uk/Free-Personality-Test.asp>
- ▶ practice test guides available to loan from careers service (deposit required)



FIND *your* FUTURE

Questions?



UCL Careers

-  1:1 appointments (20 minutes, available all year, book online)
-  Short Guidance
-  Applications Advice

-  Mock Interviews

4th Floor, Student Central,
Malet Street

Mon-Thu 9:30-17:00

Fri 11:00-17:00

www.ucl.ac.uk/careers

