



Aptitude: Identify the Best Talent Faster and at Less Cost

“ Using assessment has helped us be far more objective in looking at an individual’s potential, rather than past performance or ‘intuitive feel’ at interview. ”

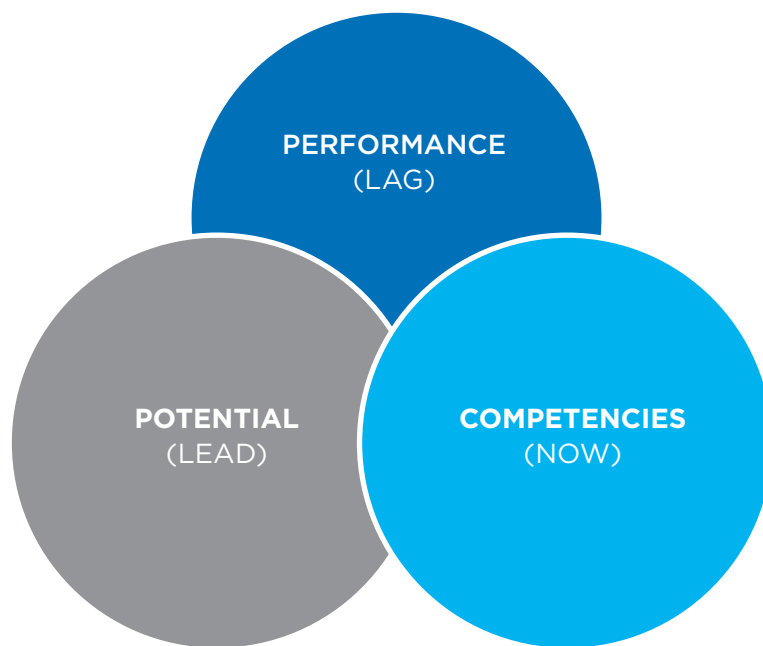
Georgie Duckworth,
Human Resources Manager,
One Medicare

Uncovering Performance Potential

Organisations looking to optimise their talent management face questions such as:

- How can we be sure we hire or promote people with the right potential for the role?
- How can we be more efficient in our selection processes, minimising the management burden and reducing cost?

Results or behaviours in a previous role are often a poor indication of future performance. To be effective, hiring and development decisions need to be based on three factors: Performance, Competencies and Potential. Tests of aptitude, or innate ability, are a proven measure of an individual's potential for success in a role.



CEB's SHL Verify range of ability tests identifies high-calibre potential quickly, efficiently, accurately and securely. Verify is the only way to assess job applicants online with confidence.

Higher Quality Talent Decisions at Lower Cost

Verify helps you achieve:



Better Decisions

Finance employees at an investment management company who scored highly on verbal and numerical reasoning were **six times** as likely to be rated as top performers.



Time and Cost Savings

Screening out poor performers early in the recruitment process **improves time to hire** and frees up HR resources. Better hiring decisions also reduces costly staff turnover.



Enhanced Employer Brand

Our research suggests that one in five stop buying from a company following an unsuccessful application. The tests' objectivity and convenience helps **enhance your employer brand** and reduces the chance of unhappy candidates boycotting your organisation.

SHL Verify Core Features

Highly Accessible and Deliverable

- Accessible by candidates 24 hours a day, every day
- Available in over 26 languages
- Easy to administer and deliver

Comprehensive Reporting

- Detailed administrator report, with scores, comparison group data, and narrative interpretation
- Candidate report available, providing score and improvement tips

Minimises the Risks of Online Testing

- Questions different for every applicant
- Secure against data theft and cheating
- Optional supervised verification test to ensure your shortlisted candidate is the same person who took the test remotely

Part of an End-to-end Talent Solution

- Can be integrated seamlessly into recruitment, applicant tracking or talent management systems

One Common Language for Talent Measurement

- Verify maps to CEB's SHL Universal Competency Framework (UCF), enabling a comprehensive hiring or development strategy that includes assessments of aptitude, personality and job-specific skills.
- UCF can be used to describe the competencies and underlying behaviours required for success in any role in any organisation.

For regions with limited internet connectivity, or where online access may be impractical, we also offer a suite of aptitude assessments that are delivered via **paper and pencil**.

Verifiable Business Outcomes

INCREASED PERFORMANCE



Legal firm **Webber Wentzel** used Verify to help determine which graduates had the critical qualities to be successful Attorneys. Using CEB's SHL Talent Analytics, the firm found that candidates receiving offers outperformed even the global talent pool for legal firms.

REDUCED HIRING COSTS



For **Strathclyde Fire & Rescue Service (SFRS)** a new firefighter recruitment process including Verify meant fewer, but higher quality, candidates required management review. This resulted in a saving of approximately £4,000 per hire.

IMPROVED EFFICIENCY



The **Adab Trust** works to improve employment outcomes for UK black, Asian and minority ethnic graduate level students. Using Verify guaranteed the Trust only invited the best candidates to the assessment day. This helped objectively select those who were bright, regardless of their upbringing or educational background.

REDUCED TURNOVER



A **leading bank** using Verify assessments saved approximately £8 million and reduced interview 'no-shows' from 25% to 4% in the course of one year.

“ We are now better placed to identify the right calibre of employee, not just in terms of simple pass rates but also in terms of those who are likely to excel as Advisors. ”

Lou Anne Howie, Personnel
Manager, Cheltenham & Gloucester

CEB's SHL Verify Family of Ability Tests

The following assessments are available for a range of job levels and roles. These normally take from 5 to 25 minutes to complete, depending on the assessment. We will work with you to identify the right test combination and the right difficulty level for your requirements. For a list of specific tests, please turn to inside back cover.



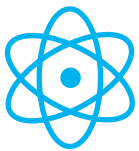
Numerical Reasoning

Measures a candidate's ability to make correct decisions or inferences from numerical or statistical data.



Verbal Reasoning

Measures a candidate's ability to evaluate the logic of various kinds of argument as presented in written form.



Inductive Reasoning

Measures a candidate's ability to draw inferences and understand the relationships between various concepts, independent of acquired knowledge.



Deductive Reasoning

Measures the ability to draw logical conclusions based on information provided, identify strengths and weaknesses of arguments, and complete scenarios using incomplete information.



Mechanical Comprehension

Measures a candidate's understanding of basic mechanical principles and their application to devices such as pulleys, gears and levers.



Spatial Ability

Measures the ability to perceive and transform visual shapes, forms, or images and/or the ability to maintain spatial orientation with regard to objects that may change or move through space.



Checking

Measures a candidate's ability to compare information quickly and accurately.



Calculation

Measures a candidate's ability to add, subtract, divide and multiply numbers quickly and accurately.



Reading Comprehension

Measures a candidate's ability to read, understand and act upon written materials.



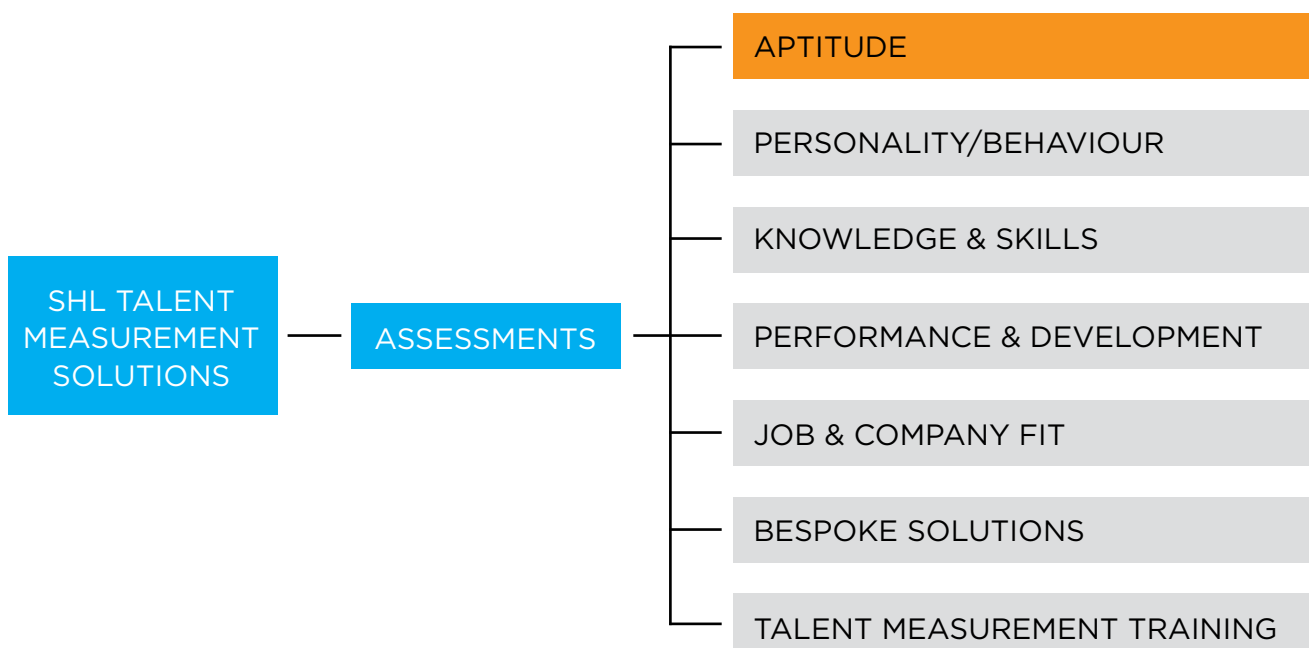
General Ability Screen

Measures a candidate's general cognitive ability, based on numerical, inductive, verbal and abstract reasoning.

Why Use CEB's SHL Talent Measurement Solutions?

CEB's SHL Talent Measurement Solutions is an important part of our Integrated Talent Management Services. We offer science-based assessments, benchmark data, technology and consultancy services to help organisations assess, select and develop the right people for the right roles. SHL Talent Measurement Solutions deliver the following:

- Verifiable business results – through improved hiring and development decisions and greater alignment of people with strategy
- Solutions based on insights and best practices from the most successful companies and the world's largest source of data on people at work, drawn from 30 million assessment results a year
- Global presence, local flexibility – with assessments adapted for use in every market we serve, delivered in more than 30 languages and 110 countries worldwide
- Over 30 years' global assessment innovation and expertise
- The experience of working with leading organisations, including over 80% of the Financial Times Stock Exchange (FTSE), 50% of the Global Fortune 500 and over 50% of the Australian Stock Exchange
- Certified to ISO 9001 and ISO 27001 quality management and security standards



“ Using the solution has much improved candidate quality and, by screening out up to 30% of applicants before interview, really helps our productivity. ”

Leading insurance organisation

Overview of Ability Tests

Job Level	Test	General Mental Ability (g)	Verbal Abilities	Numerical Abilities	Logical Reasoning
Directors and senior managers	VERIFY*		VERIFY* Verbal Reasoning	VERIFY* Numerical Reasoning	VERIFY* Inductive Reasoning VERIFY* Deductive Reasoning
	AMT Advanced Managerial Tests		VMT 1 Verbal Application VMT 3 Verbal Analysis	NMT 2 Numerical Reasoning NMT 4 Numerical Analysis	
Managers, professionals and graduates	VERIFY*		VERIFY* Verbal Reasoning	VERIFY* Numerical Reasoning	VERIFY* Inductive Reasoning VERIFY* Deductive Reasoning
	MGIB Management and Graduate Item Bank		VMG 1,2,3,4,5,6 Verbal Critical Reasoning	NMG 1,2,3,4,5,6 Numerical Critical Reasoning	
Junior managers and supervisors	VERIFY*		VERIFY* Verbal Reasoning	VERIFY* Numerical Reasoning	VERIFY* Inductive Reasoning VERIFY* Deductive Reasoning
	CRTB Critical Reasoning Test Battery		VC 1.3 Verbal Evaluation	NC 2.3 Interpreting Data	DC 3.1 Diagrammatic Series
Sales, customer service and call centre staff	VERIFY*	VERIFY* General Ability Screen	VERIFY* Verbal Reasoning	VERIFY* Numerical Reasoning	VERIFY* Deductive Reasoning
	CCAS Customer Contact Aptitude Series		VCC 1 Verbal Interpretation VCC 3 Verbal Evaluation	NCC 2 Numerical Interpretation NCC 4 Numerical Evaluation	
Information technology staff	VERIFY*		VERIFY* Verbal Reasoning	VERIFY* Numerical Reasoning	VERIFY* Deductive Reasoning
	ITTS (Information Technology Test Series)		VIT 1 Verbal Reasoning	NIT 2 Number Series	
Administrative and clerical staff	VERIFY*	VERIFY* General Ability Screen	VERIFY* Verbal Reasoning	VERIFY* Numerical Reasoning Calculation Test	VERIFY* Deductive Reasoning
	PTB Personnel Test Battery		VP 1.2a Verbal Usage VP 5.2a Verbal Comprehension	NP 10.1a Numerical Estimation NP 2.2a Numerical Computation NP 6.2a Numerical Reasoning	
Technical staff	VERIFY*	VERIFY* General Ability Screen	VERIFY* Verbal Reasoning	VERIFY* Numerical Reasoning Calculation Test	VERIFY* Deductive Reasoning
	ATS Applied Technology Series		VTS 1 Following Instructions	NTS 2 Numerical Estimation	
	TTB Technical Test Battery		VT 1.1 Verbal Comprehension VT 5.1 and 5.2 Technical Understanding	NT 2.1 and 2.2 Numerical Computation NT 6.1 Numerical Reasoning	
Semi-skilled staff	VERIFY*	VERIFY* General Ability Screen		VERIFY* Calculation Test	
	Work Skills Series – Manual Dexterity Work Skills Series – Finger Dexterity				
	WSSP Work Skills Series – Production	VERIFY* General Ability Screen	VVP 1 Understanding Instructions	NWP 2 Working with Numbers	
	WSST Work Skills Series – Transport	VERIFY* General Ability Screen	VVT 1 Using Information VVT 3 Working with Words	NWT 2 Number Skills	

All Ability Tests are available in paper and pencil format, with some also available as static online tests. *All Verify tests are available online only.

Accuracy and Checking	Spatial Reasoning	Working with systems and rules	Mechanical Comprehension	Manual Dexterity	Problem Solving	Managerial Judgement	Idea Generation
	VERIFY* Spatial Ability						
					FASTRACK	SCENARIOS	BRAINSTORM
	VERIFY* Spatial Ability		VERIFY* Mechanical Comprehension				
					FASTRACK	SCENARIOS	BRAINSTORM
	VERIFY* Spatial Ability		VERIFY* Mechanical Comprehension				
					FASTRACK	SCENARIOS	BRAINSTORM
	VERIFY* Spatial Ability						
VERIFY* Checking Test	VERIFY* Spatial Ability		VERIFY* Mechanical Comprehension				
CIT 3 Computer Checking CIT 4 Syntax Checking	SIT 7 Spatial Reasoning	DIT 5 Diagramming DIT 6 Diagrammatic Reasoning					
VERIFY* Checking Test	VERIFY* Spatial Ability						
CP 3.2a Clerical Checking CP 4.2a Classification CP 7.1a Basic Checking CP 8.1a Audio Checking CP 9.1a Text Checking CP 11.1a Computer Checking							
VERIFY* Checking Test	VERIFY* Spatial Ability		VERIFY* Mechanical Comprehension				
	STS 5 Spatial Checking	DTS 6 Diagrammatic Thinking FTS 4 Fault finding	MTS 3 Mechanical Comprehension				
	ET 3.1 Visual Estimation ST 8.1 and 8.2 Spatial Recognition	FT 7.1 Fault Diagnosis	MT 4.1 and 4.2 Mechanical Comprehension				
			VERIFY* Mechanical Comprehension				
				FINDEX, MANDEX			
CWP 3 Visual Checking							
CWT 4 Checking Information							

A Choice of SHL Talent Measurement Solutions Delivery Options:

- **Self-service** – we give you direct access to our online assessments
- **Managed services** – we administer and deliver the assessments on your behalf
- **Customised** – we implement your own in-house system or delivery website, including your own branding if required.
- **Integrated** – We integrate our assessment portfolio seamlessly into your chosen recruitment, applicant tracking or talent management system.

For more information on how CEB's SHL Talent Measurement Solutions can help your organisation, speak to your account manager or email us at info@shl.com

About CEB

CEB is the leading member-based advisory company. By combining the best practices of thousands of member companies with our advanced research methodologies and human capital analytics, we equip senior leaders and their teams with insight and actionable solutions to transform operations. This distinctive approach, pioneered by CEB, enables executives to harness peer perspectives and tap into breakthrough innovation without costly consulting or reinvention. The CEB member network includes more than 16,000 executives and the majority of top companies globally.

The Pavilion, 1 Atwell Place, Thames Ditton, Surrey, KT7 0NE, UK
Tel: 0870 070 8000 Email: uk@shl.com