

# Tips to help in your assessment

## Overview and Sample Terms

As it relates to an oral assessment testing process

The information you are reading were extracted from a real world process.

[Our goal is to share these tips and encourage you to become more aware of any testing process you are taking part in as it relates to the agency you are testing for.](#)

### Assessment Center: What is it?

Method of determining aptitude and performance applied to a group of participants by trained assessors using various aptitude diagnostic processes in order to obtain information about applicants' abilities or development potential.

This name is misleading in that it does not apply to a location but to a process that is being increasingly used by organizations to assess staff, either as part of the recruitment process or for internal development and promotion.

The assessment center focuses on a set of varied exercises, which are designed to simulate different aspects of the work environment. These exercises assess how closely knowledge, skills and abilities that are required for the role are a match to the candidate.

### Assessment Purpose: Why have an assessment center?

Organizations want to be successful. Success is defined differently by different organizations. It may mean steady profit, excellence in quality of products or services, or effective handling of emergency situations with minimal injury, loss of life or loss of property. Regardless of the definition, organizations recognize that their success is partly dependent upon having the right people in the right jobs within the organization. As such, when there are vacancies within an organization, the organization strives to identify individuals who will help ensure continued success. Selection tests are designed to predict future job performance, and when job candidates are assessed appropriately, organizations can make good decisions when filling job vacancies.



The most important tip is to contact your testing agency for details related to their process.

## Terminology

These Are General Guidelines for A Given Process and Are Not Inclusive of All Processes

- Assessment – Refers to any process by which job candidates are evaluated for the purposes of selection.
- Assessor – An individual trained to evaluate job candidates' performance on a selection test.
- Adverse Impact – Occurs when a selection procedure screens out a disproportionate number of individuals represented by a common demographic category (race, color, religion, sex or national origin).
- Benchmark – A standard of performance against which candidates are evaluated.
- Candidate – An individual who is eligible for a job and competes in a selection procedure.
- KSA – Knowledge, skill or ability required to perform essential functions of the job.
- Reliability – A property of any selection test indicating the degree of dependability, consistency or stability of measurement.
- Selection Procedure – Used interchangeably with the term Test. Refers to any process that serves as the basis for employment decisions. Examples include application/resume reviews, structured interviews, work samples, and assessment centers.
- Structured Interview – A form of employment interview denoted by the use of a standard set of interview questions for all candidates and established scoring guidelines.
- Subject Matter Expert (SME) – Any job incumbent or supervisor who possesses in depth job knowledge and work experience for the position being tested for.
- Test – A process by which the knowledge, skills, and/or abilities of job candidates are objectively and systematically measured and quantified in order to make predictions regarding future job performance.
- Validity – A property of any selection test indicating the relationship between the content of the test and the content of the job, or the relationship between performance on the test and performance on the job.
- Work Sample – A test exercise that simulates actual tasks performed on the job.

### Sample Rating Scale

1	2	3	4	5
Unacceptable		Acceptable		Outstanding

#### **Unacceptable:**

A response which contains inappropriate elements which would likely result in the ineffective handling of the problem situation (could involve the omission of a critical element(s) or the introduction of an inappropriate element(s). This response would be from a person not acceptable for the position.

#### **Acceptable:**

A response which contains elements that are critical to effective handling of the problem situation. This is the response expected from the “minimally competent” candidate.

#### **Outstanding:**

A response which contains most or all of the elements of an Acceptable response plus additional elements over and above what would be expected from a “minimally competent” entry-level candidate.

Other points on the scale (2 and 4) are refinements of the anchored points and should be used to make finer distinctions between performance levels,

## **F.L.A.S.H. T.E.S.T.**

### **Firefighter Learning and Support Help – Training Education Scholastic Tools**

This is a sample of our "Support Quiz" and it is not meant to replace any entry-level written or oral test.

Our goal is to simply provide our National Recruit Database members as well as the Firefighter's ABC's Online Internship members with as much information as possible to support their quest to become members of the Fire, EMS and Public Safety field.

We ask that you look upon this material as one of your learning tools and nothing more.

We also seek your support in providing questions and answers of which may be added to our database. The goal in allowing you to add questions and answers is to provide as many support questions from as many sources as possible.

There is no cost to add questions and answers. Select [Here To Add Questions and Answers](#)

Most importantly, we suggest that as a candidate you research and take as many online tests as well as in person test as possible. We also suggest that you obtain and research as much written material as possible to support your goals.

Please revisit and continue to re-take this quiz in an effort to gain a better score / result and additional questions will be added on a frequent bases.

We thank you for your support, for sharing our site with others and hopefully our

**"F.L.A.S.H. T.E.S.T."** will further support your efforts.

Remember:

First Aid – CPR – EMT – Paramedic – Fire School – FF I and FF II are without saying a must to achieve in an effort to make you a top candidate.

However, these are just the tip of the ice berg

[Team Firefighter's ABC's](#)

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[If not a member select to join now:](#)

**This link is for candidates.**