pi Company

Connector Ability (Validator)

Best Practica guidelines

PEOPLE IMPROVE PERFORMANCE

Best Practice for applying Connector Ability (and Connector Ability Validator)

- Does a person have the required intellectual ability for the job or potential job?
- Is a person capable of taking a course at a particular level?

When you are faced with such questions, Connector Ability can offer you an insight into a person's cognitive abilities, or intelligence, and thus an insight into how easily that person will be able to solve problems and become familiar with new knowledge.

The aim of this document is to assist you in applying this instrument appropriately and professionally. To this end, this document offers answers to the following questions:

- **What can I expect from the application of Connector Ability (Validator)?**
- **When should I use Connector Ability?**
- **What should I take into account when applying Connector Ability (Validator)?**
- **How do I use Connector Ability (in combination with Connector Ability Validator)?**

1. What can I expect from the application of Connector Ability (Validator)?

Applying Connector Ability will give you:

- An insight into candidates' general level of intelligence.
- A measurement of their cognitive abilities free of cultural bias and independent of language skills or academic knowledge.
- An efficient, focused measurement of their cognitive abilities, since candidates are given very specifically determined questions that depend on their previous answers ('adaptive' questioning).

Extra advantages when you use the Connector Ability as a test that a candidate can take at home:

- You will save time because you invite only these candidates that meet your requirements.
- When, in addition, you use the short Connector Ability Validator test under supervision, you will not only save time, but also this procedure will offer security with regard to the intelligence level of a candidate.

2. When should I use Connector Ability?

a. For selecting staff:

- When an insight into cognitive abilities, or intellectual ability is important for a person to be able to perform well and/or follow an education. Research has shown that insight into cognitive abilities is the best predictor of how a person will perform in the work situation.
- When an estimate of potential comes into play, an estimate of the extent to which someone will develop in a position, it is especially important to gain an insight into how easily a person will become familiar with new knowledge.

b. In combination with other selection instruments from the Connector package:

When an estimate of a broader collection of competencies is required besides a measurement of cognitive abilities. Connector Big Five Personality sheds light on the ability to develop competencies from a personality perspective; a STAR interview is essential for checking the extent to which competencies are present in practice.

An example of such a selection process:
Connector Ability + Connector Big Five Personality + STAR interview.

c. In development or career orientation processes

When it is important to be able to estimate:

- How easily a person will be able to master new knowledge in the work situation.
- How easily a person will be able to complete a particular course.
- Whether a person has the required intellectual level for a course.

3. What should I take into account when applying Connector Ability (Validator)?

The following aspects are important for the appropriate use of tests in general, but in particular for a cognitive abilities test which people can take at a location at will (for example, at home) and, therefore, under unsupervised conditions:

- A good communication about the reason for using this test and the test procedure. Especially important is to be transparent about the candidate's interests, on the one hand, and the (selecting) organization's interests, on the other hand. Moreover, your organization should make available a contact person with e-mail address and/or telephone number, who can be reached by candidates in case they have questions about the (selection) procedure or the role the test plays within the procedure.
- Good preparation. Candidates should be referred to the website, especially available for candidates to prepare. See www.picompany.nl/connectorability. This website contains all

the information needed for a good preparation and also the answers to frequently asked questions.

- Candidates take the test at a location at will. During test taking, candidates themselves need to take care that the conditions are optimum for filling in the test: the candidate should feel fit and well and should not be disturbed.
- In case the Connector Ability Validator is used as a subsequent test, this test can only be taken under supervision, at a location chosen by the organization. The test assistant should be well prepared to answer any questions and should monitor the test conditions.

4. How do I use Connector Ability (in combination with Connector Ability Validator)?
NB: The use of Connector Ability Validator is optional. Connector Ability can be used as a separate test, but Connector Ability Validator can only be used after the candidate took the Connector Ability test.

When both instruments are used, a stepwise procedure makes an optimal use of both instruments' strengths. In Phase 1, Connector Ability is used as a first, very reliable predictor. In this way, the organization minimizes the chance that, by coincidence, a candidate falsely does not get through this first selection stage. Only when a candidate's G-score meets the beforehand determined selection criterion, the candidate is invited for the subsequent test, the Validator (Phase 2), which means that candidates need to reach a sufficiently high G-score again. So in this stepwise design, a candidate needs to realize the required intelligence level twice, and Connector Ability serves as a pre-selection test. In the communication to candidates, it is essential that this stepwise procedure is explained already before the first test is taken at home.

CONNECTOR ABILITY (PHASE 1)

a. Requesting and administering Connector Ability

You yourself or a test assistant requests the Connector Ability test for the candidate.
The candidate will then receive an e-mail with a link to the test and a link to the website
www.picompany.nl/connectorability.

The information on the website is very important when a candidate takes the test at home; the website serves as a "substitute", as it were, for the test assistance. On this site the candidate finds information about the test, frequently asked questions, a candidate brochure (which can be printed out), and the candidate can practice by taking a trial test. Moreover, the Connector Ability test itself starts with an extensive instruction and with many questions to practice.

b. Decision based on Connector Ability report

Based on the candidate's G-score, you determine whether a candidate has or has not met the selection criterion. When a candidate has taken the test at the office, you will discuss the test

outcome with the candidate. When a candidate has taken the test at home, you can now decide, based on the G-score, whether or not you want to invite this candidate for a subsequent test (Connector Ability Validator) at your office.

CONNECTOR ABILITY VALIDATOR (PHASE 2, OPTIONAL)

c. Optional: Requesting and inviting for Connector Ability Validator

You yourself or a test assistant requests the Connector Ability Validator test for the candidate. The candidate will take this subsequent test at the office under supervision (of a test assistant).

The subsequent test immediately starts with the real questions, for the candidate did already prepare and read the instruction when taking the first test at home. This saves time when taking the test at your office. Nevertheless, at any time a shortened instruction, for each part of the test, is available on line.

d. Decision based on the Connector Ability Validator report

Based on the candidate's G-score, you determine whether a candidate has or has not met the selection criterion. We advise to interpret the outcome of the Connector Ability Validator independently of the Connector Ability outcome and not get into a discussion with candidates about differences in outcomes.