



# How to Select an Assessment

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Using the right personality assessment for employee selection and development can improve business outcomes by reducing turnover, improving job performance, and enhancing employee engagement.



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**When used properly, personality assessments are invaluable for getting the right people in the right roles, and helping to set appropriate developmental milestones.**

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Because the assessment industry is largely unregulated, the market is flooded with cheap, ineffective assessments that claim to measure personality but have no foundation in personality psychology or supporting evidence. Therefore, careful selection of assessment tools is essential to success – otherwise it's just money down the drain.

At Hogan, we pride ourselves on the science behind the assessments that drive our powerful talent solutions. We strive to be as transparent as possible so you can be confident in selecting the right product for your business needs.

The following guide provides a standard set of considerations against which you can compare potential assessment providers.

### **What do the assessments actually measure?**

*While this question may seem obvious, many personality assessments on the market do not measure what they claim. Assessment providers should offer clear scientific evidence that supports the validity and reliability of their assessments.*

Hogan's products predict performance. More specifically, we design our assessments to help organizations evaluate an individual for basic employability, job fit, and to provide a solid basis for coaching around career development. This data feeds into our reports, which help organizations differentiate job candidates based on characteristics related to job performance and organizational fit.

Based on decades of research on personality psychology and measurement, Hogan's assessments have been validated against external criteria including job performance and peer ratings (e.g., 360 ratings), allowing us to describe a job candidate's likely reputation in the workplace. We also compare the way a job candidate scores compared to thousands of other people to determine how that person will likely behave at work. Continuous evaluation of our assessments against performance indicators clearly shows that our tools can improve overall **business outcomes**.

### **What backgrounds and professional affiliations do the assessment developers have?**

*Proper assessment development is a rigorous process that requires the supervision of qualified professionals with backgrounds in psychology and research methods. One way to ensure that a tool adheres to the highest standards possible is to look at memberships the developers have with scientific or professional organizations.*

At Hogan, we employ Ph.D.- and Masters-level professionals with backgrounds in Industrial/Organizational and Quantitative Psychology. Further, our professional affiliations span several divisions of the American Psychological Association, including Division 5 (Measurement and Assessment), Division 8 (Personality and Social Psychology), and Division 14 (Industrial and Organizational Psychology). Our team of professionals stays informed on legal developments and industry standards through participation in conferences and communities of practice. Our employees regularly receive **invitations to participate in boards and panels** alongside other industry leaders in workplace assessment.

### Have the assessments been peer-reviewed or reviewed by unbiased third parties?

*An unbiased party, such as a psychological council or association, should evaluate any scientific tool designed to measure personality. Appearance in peer-reviewed academic journals is also a good way to evaluate the quality of the tool. As part of the peer-review process, panels of impartial experts conduct reviews of manuscripts to ensure scientific accuracy.*

Agencies across four continents have examined our assessments. Our assessments have received positive reviews from well-known assessment evaluation bodies including the **Buros Institute of Mental Measurements**, **British Psychological Society**, Health Professions Council of South Africa, Federal Psychology Council of Brazil, and DNV GL (Norway). In addition, our tools regularly appear in **top peer-reviewed journals**, including the *Journal of Applied Psychology*, *Personnel Psychology*, *Human Performance*, and the *International Journal of Selection and Assessment*.

### Do the assessments adhere to any employment guidelines or standards?

**Assessment publishers should provide information regarding the compliance of their tools with international guidelines.**

*In the US, employment assessments need to conform to guidelines set out by the Equal Employment Opportunity Commission, the governmental agency that enforces laws that make it illegal to discriminate against and applicant based on race, color, religion, sex, national origin, age or disability. Assessment providers should provide manuals that conform to the Uniform Guidelines on Employee Selection Procedures, or the regional equivalent.*

Each assessment manual that we publish contains detailed information on the development, reliability, validation, and norms for each assessment; we use the *Uniform Guidelines*, *Society for Industrial/Organizational Psychologists (SIOP) Principles*, and American Psychological Association (APA) *Standards for Educational and Psychological Testing* to guide the development of our manuals and technical reports. In addition to ensuring our products are predicting job performance, we regularly monitor the assessments for the **presence of adverse impact**, or discriminatory effect on the candidate. This due diligence allows us to state with confidence that the assessments are predictive of performance, and do not discriminate based on EEOC criteria.

### Are the assessments accompanied by technical reports or validation studies?

*Another good way to evaluate the quality of an assessment is by reviewing the technical support materials that the publisher provides. This can include technical manuals or reports and research studies published from the data. These publications provide transparent technical information on the scientific processes used to develop the assessments, as well as the results of the research. Publishers unwilling to publish this data may lack evidence to support their claims or have something to hide.*

Hogan's research library contains thousands of technical reports describing competent validity studies that our researchers prepare in accordance with the *Uniform Guidelines*, *SIOP Principles*, and *APA Standards*. These reports are based on research conducted with **employees in real organizations** around the world. We provide **technical manuals** for all of our assessments, and we produce technical reports for every local validation study or competency solution that we develop.

### Are the assessments appropriate for the job under consideration?

*Various jobs require different profiles; therefore, assessment providers should be able to provide evidence that their assessments are appropriate to determine if candidates match the job requirements.*

Our research archive contains studies from over 20 different industries and represents 95% of the industry coverage from the Occupational Information Network (O\*NET). Using studies from our archive, we can match worker requirements of a target job with similar jobs in the archive, allowing us to adapt assessments to predict job performance. We use industry standard research methodologies to aggregate results from hundreds of studies and thousands of job candidates to provide predictive profiles that have been pre-validated for seven broad job families, and multiple selection criteria (e.g., EQ, Safety). In addition to job family profiles, our research team regularly conducts local validation studies that organizations use to screen job candidates based on job-specific criteria.

### How is the performance of the assessments measured?

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**Publishers must incorporate strategies to ensure that their assessments consistently measure what they claim to measure.**

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*As cultures and norms shift over time, personality assessments should adapt to ensure that measurements align with changing job requirements and expectations for candidates.*

Hogan works closely with clients to update and revalidate selection profiles on a regular basis. We continuously monitor our assessments to ensure that items are functioning properly, and item clusters measure what they should be measuring. Our research team tests new items and replaces items that become outdated, stop working, or are otherwise

problematic. The revalidation process involves collecting evidence that the assessment and recommendations are appropriate for the selected jobs.

### Are the assessments and products adapted to different cultures and supported locally?

*International use of personality assessments implies adapting to local languages and cultures. For an assessment to be relevant in multiple cultures, it must match local norms, be sensitive to nuances of language, etc. Additionally, the global workforce requires that assistance is available in various regions to respond to culturally specific needs in a timely manner.*

Hogan works with an extensive global network of industry experts and practitioners that is fluent in both English and the target language, understands the psychological concepts under consideration, and knows the target culture well. This ensures quality adaptations/translations of our assessments and other accompanying materials. Hogan develops local norms to support and respect cultural differences, and has translated assessments and reports for use in nearly 50 languages. Our translation process ensures consistency and cultural sensitivity by using qualified translators who are native speakers of the targeted language and a combination of forward- and back-translation to ensure the original and translated versions are congruent.

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*As the global leader in personality assessment, Hogan offers a robust product line that transforms psychometric assessments into predictive results. We take pride in the depth of measurement of our assessments and our multitude of report options means that we have the solution for your business needs. All of our products come with support from our team of consultants. Give us a call, we'd love to chat with you. +1 918 749 0632*