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Assessment Taken:
3/1/2019

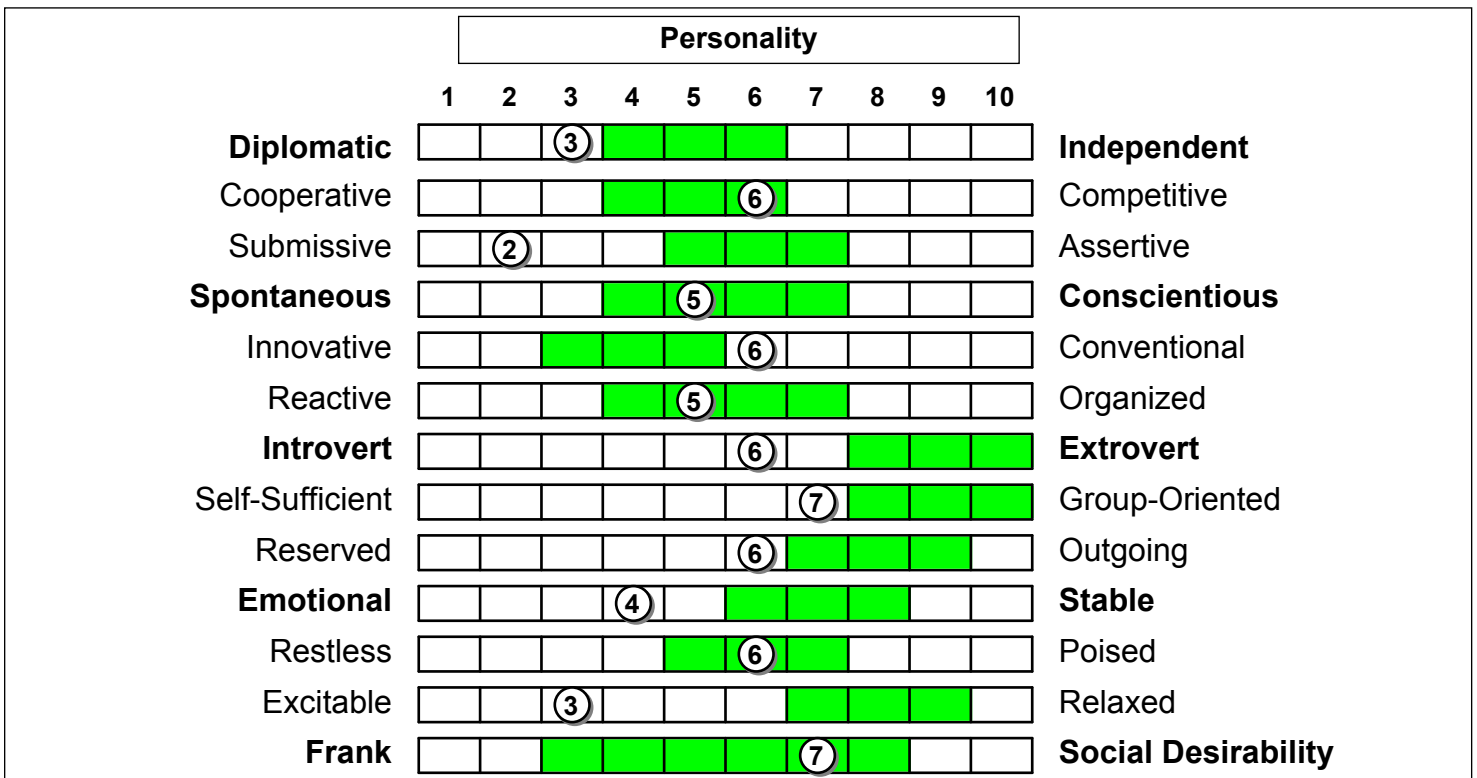
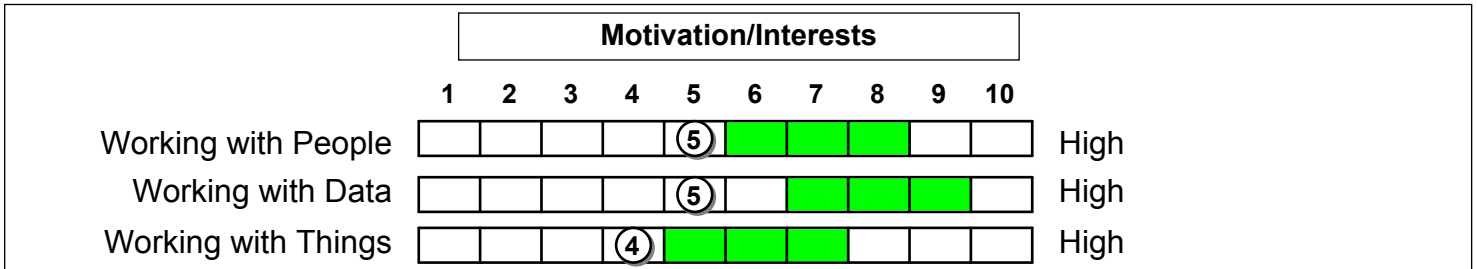
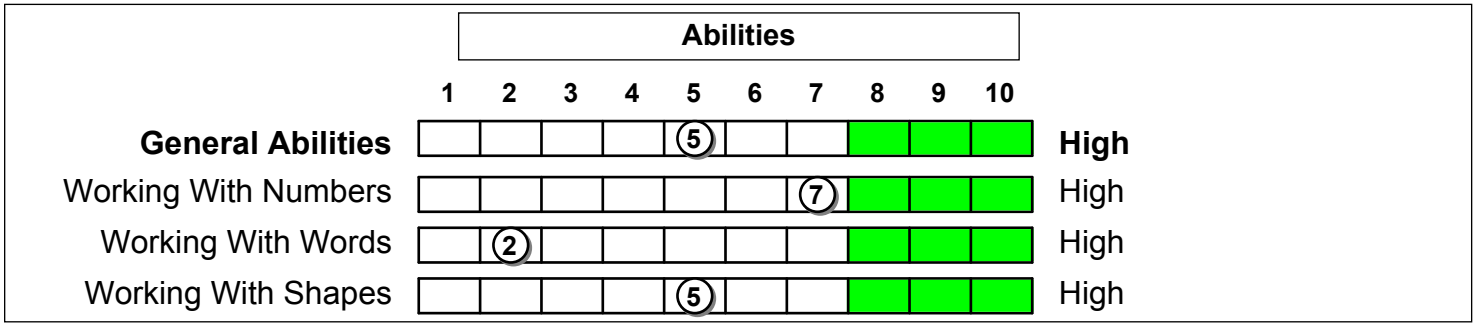
Assessment Printed:
4/15/2019

Shreya Gupta
Business Analyst

Prevue Benchmark

Shreya Gupta

Business Analyst



A Prevue benchmark illustrates the required characteristics of various jobs as decided by management. The shadowed areas above graphically represent the benchmark for this Business Analyst position. The number on each scale is Shreya Gupta's actual score.

How to Use the Prevue Assessment in the Coaching / Training Process

One of the challenges management faces in coaching and training individuals is the process of correctly identifying developmental needs. The Prevue Personal Training Report provides specific coaching and training information by simply matching Ms. Gupta's assessment to this Business Analyst benchmark. For each particular requirement in the benchmark the manager or training professional is provided with a starting point that identifies the appropriate skills or competencies required for the Business Analyst position.

Coaching Areas Off the Benchmark

The following are areas where Ms. Gupta did not match this benchmark. A brief explanation of the benchmark and score result is followed by suggestions and statements which may assist you in coaching her future performance as a Business Analyst.

	1	2	3	4	5	6	7	8	9	10	
General Abilities					(5)						High
Working With Words		(2)									High
Working With Shapes					(5)						High
Working With Numbers							(7)				High

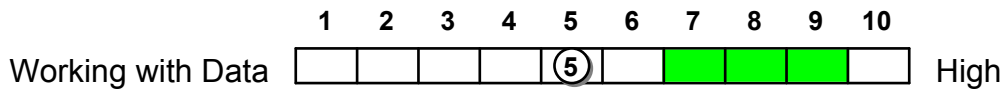
It will be evident that Ms. Gupta does not fall within the Benchmarks for all of the dimensions of Abilities for this Business Analyst position.

A score above any of the Abilities Benchmarks will not generally be detrimental to overall performance. If this is the case for Ms. Gupta, consideration should be given to whether the position provides her with sufficient challenge, stimulation and opportunity.

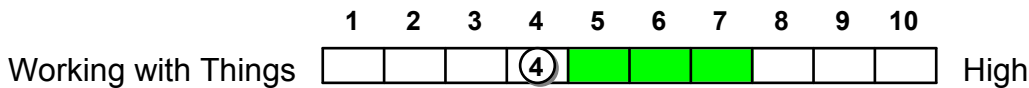
A score below any of the Abilities Benchmarks suggests Ms. Gupta may have difficulty in quickly and effectively addressing and completing those aspects of the job where she is below the Benchmark. Courses at local colleges coupled with tutoring in the subject areas where Ms. Gupta has scored below the Benchmark should be considered.

	1	2	3	4	5	6	7	8	9	10	
Working with People					(5)						High

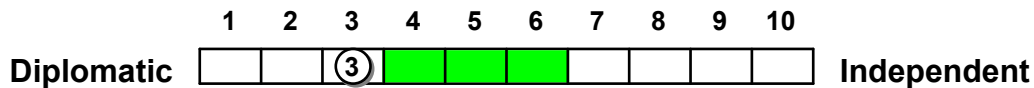
Shreya Gupta is moderately motivated to work with people. This average preference for working with others could be useful in areas of professional business which require a balance of solitary effort and social contact. However, if Ms. Gupta is required to work in prolonged proximity with clients or co-workers, she will require coaching to develop the necessary social skills of a Business Analyst. Because she already exhibits interest in working with people, greater motivation could be stimulated through study of group dynamics, various behavioral cues, etc.



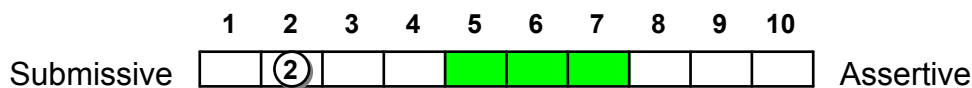
Ms. Gupta is moderately interested in data. She will likely put a reasonable effort into organizing appointments, scheduling tasks, and maintaining records or ledgers. However, Ms. Gupta may require encouragement to ensure a high level of accuracy in paperwork. Training in file management and data structures would help this Business Analyst to keep orderly statistics and accounts.



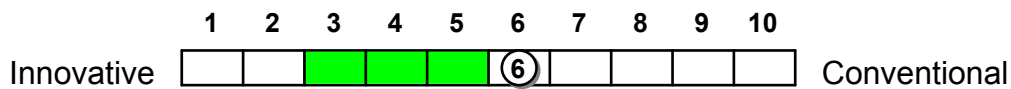
With a moderate interest in machinery, tools, and equipment, Shreya Gupta should respond reasonably well to technology, but training for this Business Analyst must include hands-on experience. To develop her interest in working with things, she should have thorough instruction in the mechanical aspects of any equipment she must use and she must understand the goal of the overall assignment.



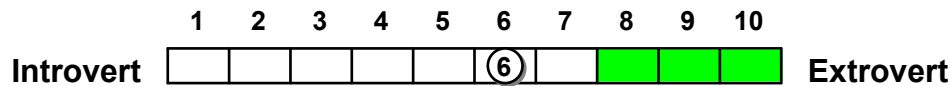
Ms. Gupta tends to be considerate and helpful, but she may be evasive about important issues if these could generate conflict. Her diplomatic approach might be impractical when dealing with customer complaints or adhering to company policy. Ms. Gupta would benefit from assertiveness training. Also, if she is leading a team, training in conflict resolution would increase her effectiveness.



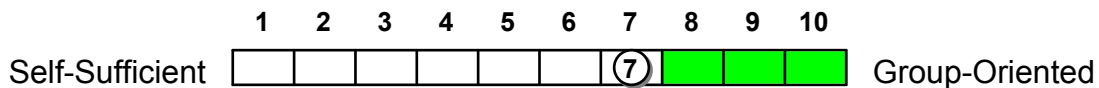
Ms. Gupta is particularly tactful and compliant. While these are excellent qualities for getting along with co-workers and clients, a Business Analyst should be able to assert herself when necessary. Consequently, assertiveness training is recommended. Similarly, if Ms. Gupta has trouble expressing her opinions, a public speaking course would teach her to put forward her ideas without detracting from her natural diplomacy.



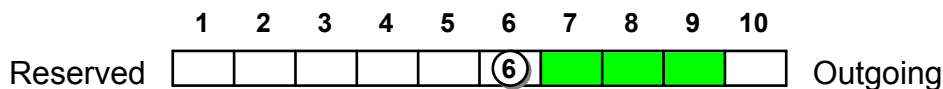
Ms. Gupta likes proven procedures and practices, but she is flexible enough to tolerate some change and innovation. Because she prefers the status quo, she may find it difficult to adapt to unexpected requests or delays. She probably works best with a definite plan in a structured work environment. Accordingly, coaching for Shreya Gupta should include a review of her job description to identify business issues that require creative solutions. She could experiment with a flexible time management plan to give her more latitude to deal with disruptions. She might also benefit from exercises in lateral thinking, as she does not always trust herself to be creative.



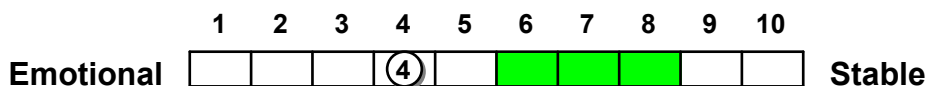
Ms. Gupta is moderately extroverted and enthusiastic about being with people yet she also values working alone. Although Ms. Gupta's social and verbal skills may be above average, any tendency to avoid contact with others or to be unsociable can hinder a Business Analyst's performance. Coaching should build on her interpersonal skills and reinforce congenial behavior.



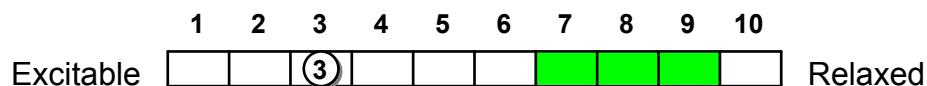
While she is self-sufficient enough to work quietly on her own, Shreya Gupta likely prefers varying tasks in a lively environment. To increase her appreciation of teamwork, a course in group-dynamics and role recognition would be helpful. Furthermore, simply adding more professional social events such as working lunches and informal meetings to her schedule will enhance her people skills.



Outgoing and talkative with a sociable person, Shreya Gupta can still hold back and be quiet when dealing with another person who is "strictly business." Ms. Gupta likely has a good blend of social skills and coaching should only encourage her innate friendliness. While she will handle most routine tasks well, Ms. Gupta probably prefers variety and challenge. Coaching should support her to take on ad hoc assignments, especially if these require her to use her own judgement and take some risks.



Although inclined to be apprehensive, Ms. Gupta rarely loses her emotional stability. She is wary of other's motives, however, and would likely react appropriately to anyone who tried to take advantage of her. This Business Analyst does well to trust her instincts: the only guidance she requires is to maintain a cool demeanor in the face of adversity.



Ms. Gupta tends to be anxious and excitable. If co-workers do not share her sense of urgency, she may become suspicious and distrustful. Even when agitated, however, she will strive to keep a business-like demeanor. Relaxation techniques, stress management, and trust exercises are all recommended.

Total Person Description

Shreya Gupta

Business Analyst

Note:

The Total Person Description provides an overview of Shreya Gupta compared to the general working population. This profile is derived from the scores shown on the Prevue Results Graph.

Ms. Shreya Gupta has above average numeric skills, average ability to work with shapes, and lower than average verbal skills. She is well equipped for challenging numeric assignments and able to work with complex spreadsheets and data tables. Because she is reasonably proficient in tasks that require mental manipulation of shapes and objects, she will be able to follow routine diagrams, to estimate space requirements, and read blueprints. Her lower reading and writing skills mean that she will require more time for ordinary paperwork and written communication will be difficult for her. For other assignments, Ms. Gupta will need an average amount of time and will perform best when the environment and work practices change slowly. Frequent changes in the work routine will be difficult for her and may result in errors.

Ms. Gupta has balanced, average interests in working with people, data, and things. She is equally comfortable interacting with other people, collecting and processing information, or working directly with material objects such as tools or machinery. None of her motivations is intense. Consequently, she can function well with or without social contact, and while using either abstract thought or material objects.

Ms. Gupta is competitive but not particularly assertive. While she may be a strong team player, she still wants individual recognition. Her leadership style is marked by persuasion and encouragement, with emphasis on cooperation. On the whole, she prefers to avoid rather than confront conflict and Shreya Gupta will use tact and diplomacy to maintain harmony in the workplace. She is likely to be useful as a peacemaker or mediator.

Shreya Gupta is consistent with her approach to problem solving, tending to stay with proven practices and procedures unless there is a compelling reason to change. She recognizes the value of planning, and generally display adequate time management skills. At the same time, she can react to unexpected changes easily. This is a very strong combination for most businesses because it means reliable performance with the flexibility to meet sudden changes in the marketplace.

Shreya Gupta enjoys the company of other people and could be troubled by extended periods of solitude. Most people will find her to be friendly and personable. She is quick to talk to others and enjoys their attention. While she can listen effectively when concentrating, her instinct is to be the one doing the talking. Her enthusiasm is a tremendous advantage when presenting ideas. Though conversational and outgoing, Ms. Gupta is also self-reliant and does not require constant social interaction. In a group setting, she will occasionally command attention but she is also comfortable as a quiet observer.

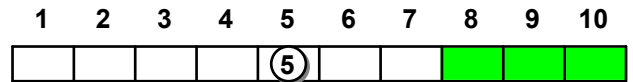
While keeping herself in control, Shreya Gupta is highly sensitive to stress. However, even when suspicious and upset, she will strive to maintain her composure and will rarely reveal the depth of her feelings. In all but the most dire situations, Ms. Gupta will retain her business-like demeanor and continue to function well.

Individual Characteristics

The Individual Characteristics descriptions provide more information about Shreya Gupta's scores in comparison to those of the general working population. Scores on the Prevue Benchmark for each scale highlight Shreya Gupta's strengths for the Business Analyst position. Scores that are two or more stens off the Prevue Benchmark for any scale highlight prospective areas of challenge for this candidate and should be addressed in the interview.

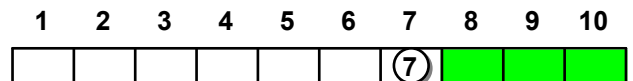
General Abilities

Shreya Gupta has an average level of speed and accuracy in reasoning and problem solving. She can learn and absorb new information without too much difficulty. She is as able as most, which means you will find her to be efficient working in an environment that makes reasonable demands. However, should this Business Analyst position demand very high levels of mental work load, she may find it difficult to cope.



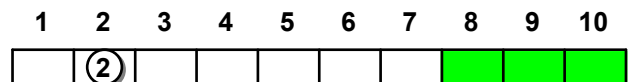
Working With Numbers

Shreya Gupta is in the high average range for Numerical Reasoning. This is typical of employees who are skilled and competent in reasoning with information derived from simple numbers.



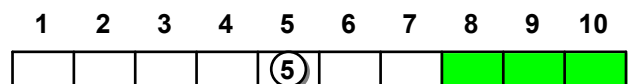
Working With Words

A sten score of two means Ms. Gupta has a below average capacity for working with written information, particularly under conditions where there is a degree of time pressure. She is likely to take longer and be less accurate when dealing with information that involves words and written material.



Working With Shapes

Ms. Gupta's speed and accuracy in using spatial material indicates that she is as able as most adult workers in dealing with information that involves manipulating shapes and objects.



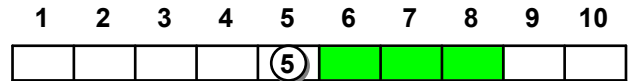
Individual Traits

Shreya Gupta

Business Analyst

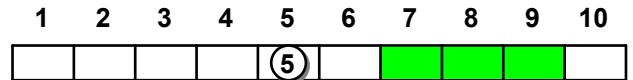
Working With People

Ms. Gupta shows an average level of interest in work that involves dealing with people. She is likely to prefer employment that involves contact with others. However, she is unlikely to want interaction with other people to be the major function of her work.



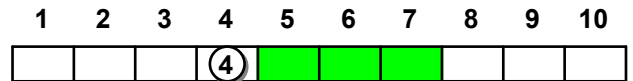
Working With Data

Ms. Gupta has some interest in working with data. Such a person should be able to relate and balance this limited interest in data to those tasks in the job that require working with people or working with machinery and equipment. She would not necessarily feel the need to work with data to form the major part of her job.



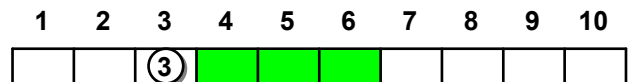
Working With Things

Shreya Gupta expresses a slightly below average level of interest in work that deals with inanimate objects such as machinery, tools or equipment. Such people are likely to be comfortable in handling goods or equipment, but would not see that interest being central to their work.



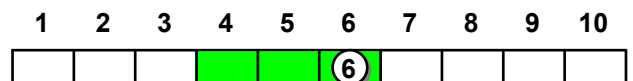
Diplomatic / Independent

Individuals like Ms. Gupta are generally likable, diplomatic and good-natured. Shreya Gupta is a considerate and cooperative person, and is capable of pulling people together. She gets her way by encouraging and persuading others, rather than forcefully asserting her own views. She may skirt important issues to avoid conflict.



Cooperative / Competitive

She describes herself as a person who is competitive and plays to win. She is a cooperative team member. Such individuals seek compromise between their own achievements, and the need to maintain relationships with others.



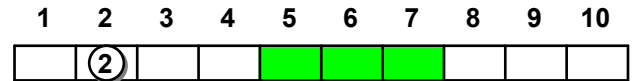
Individual Traits

Shreya Gupta

Business Analyst

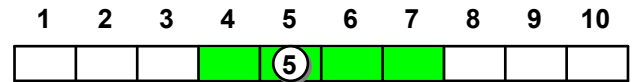
Submissive / Assertive

Ms. Gupta is a submissive and non-confrontational person. She is likely to be valued for her service-orientated approach.



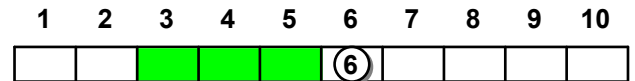
Spontaneous / Conscientious

She balances the need to do things well in the quickest possible way within the rules. This leads to solutions that are innovative without implementing radical changes. Such people are quite dependable, adaptive and innovative.



Innovative / Conventional

Shreya Gupta sees herself as someone who is reasonably conventional and has a balanced approach to change and innovation. She will prefer not to change for change's sake, however, when necessary, Ms. Gupta can cope with adjustments that have to be made.



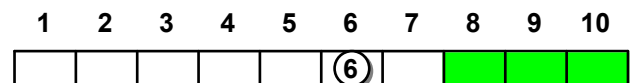
Reactive / Organized

She is somewhat organized, but can respond to spontaneous and unpredictable events. She could be described as a person who is systematic, while able to cope with the unexpected.



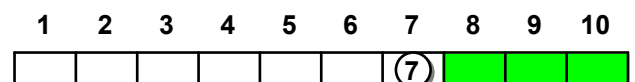
Introvert / Extrovert

Individuals like Ms. Gupta show moderate levels of enthusiasm and liveliness, contributing to social interaction without drawing undue attention to themselves.



Self-Sufficient / Group-Oriented

She is happiest working in situations where there is a reasonable amount of contact with others. She enjoys company and a group environment, but occasionally requires time for quiet reflection.



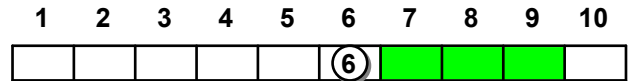
Individual Traits

Shreya Gupta

Business Analyst

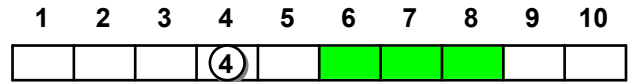
Reserved / Outgoing

She can be talkative and outgoing. She would prefer some variety in her work. These people like to choose the situations in which they will take center stage, as they are comfortable in the company of others, but they do not seek constant attention from others.



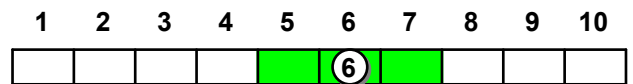
Emotional / Stable

She tends to maintain a general level of acceptance and optimism, but will worry about the consequences of things going wrong, particularly when under pressure. Ms. Gupta accepts people only after she is satisfied they are trustworthy. She can react sensitively and emotionally to criticism.



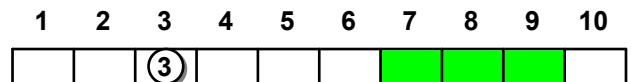
Restless / Poised

In the face of difficult situations, Ms. Gupta has an average balance between calm objectivity and any tendency to be upset and take things personally.



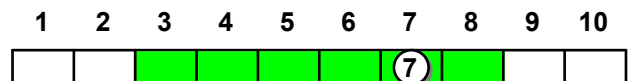
Excitable / Relaxed

Ms. Gupta is a somewhat excitable and anxious person, who is wary and cautious of others. Such people find it difficult to cope with high levels of pressure without becoming tense and anxious. It is best that Ms. Gupta avoid work situations in which there are likely to be prolonged periods of high pressure.



Social Desirability

This level of score, suggests that Shreya Gupta has presented a moderately frank picture of herself on the other scales.



VALIDITY INTRODUCTION:

- The rules for identifying patterns of responses in the Personality Section of the Prevue Assessment which might be "invalid" include systematic, but non-meaningful response patterns, omissions and excessive use of the "B" answer option. Systematic, but non-meaningful response patterns occur when the distribution of the responses differ from the norm and are considered unusual. The omission rule occurs if more than three responses are omitted in a given scale, making the results appear more average than they are. The "B" answer rule is affected by the total number of "B" responses selected. The candidate had the choice of an "A", "B", or "C" for every question in the Personality Section of the Prevue Assessment. The second option, the "B" choice, is always an unsure or in-between answer.

VALIDITY COMMENTARY:

- The total number of "B" responses chosen by the candidate in the course of completing the Prevue Assessment Questionnaire, including questions that were not answered, was 16.
- This number of "B" choices is within acceptable levels and the results of the Personality section of this report had meaningful response patterns. Therefore the data presented in this Prevue Assessment can be considered accurate and reliable.

BEST PRACTICE RECOMMENDATIONS:

- **Assessment Administration:** Best practice protocol recommends that assessments be administered to candidates in a controlled environment under the supervision of a proctor to ensure that:
 - The person who completes the Assessment is in fact the candidate;
 - A candidate's responses to the Assessment questions are not affected by collusion with others or by other actions that would invalidate the Assessment;
 - The supervisor is able to address unexpected conditions or problems affecting a candidate and to provide reasonable accommodation for candidates where required;

Where an Assessment is administered without the recommended supervision, the accuracy of the report cannot be guaranteed. If the report is a significant consideration in any final selection or other high stakes decision, you might wish to have the candidate retake the Prevue Assessment in a controlled environment;

For more information on the administration of the Prevue Assessment, please see "Administering the Prevue Assessment" in the Prevue User Guide posted at www.prevueassessments.com.

- **Assessment Weighting:** The weight given to the Prevue Assessment in any human resource selection or other high stakes decision should not exceed one-third of the total process. The remainder of the process, including the candidate's work history, interview, background checks, etc., should be considered in association with the results of this report.
- **Ensure Fairness:** When properly administered, the use of the Prevue Assessment will help to ensure that applicants are treated fairly without regard to race, colour, religion, sex or national origin. The Prevue Assessment was designed and developed to conform with the human rights legislative and best practice requirements prevailing in the various countries where the Prevue Assessment is distributed. This includes the EEOC Guidelines, the Americans for Disabilities Act and the standards for test development and administration published by the American Psychological Association, the British Psychological Society and the Association of Test Publishers.