

COMP METRICA MULTIPLE CHOICE IN-BASKET EXERCISE

NATIONAL SOCIETY OF OCEAN ENERGY



The **National Society of Ocean Energy Multiple Choice In-Basket Exercise** (NSOE-IB) assesses the capability of a candidate to react in management situations that could potentially be encountered in a work environment. This In-Basket Exercise is used for middle management positions (director, manager, head of service, etc.) in an administrative context, responsible for the internal client support sector.

Description

- This exercise contains thirteen (13) situations that could be encountered in a work environment
- The candidate must answer 70 questions by selecting the most appropriate statement to solve the situation
- The In-Basket Exercise assesses 7 competencies

Conditions

Duration

- One (1) hour thirty (30) minutes

Correction Time

- Paper-Pencil Administration: 2 business days
- Web Administration: Instant Report

Targeted Clientele

Any organization that wishes to assess candidates for middle management positions (director, manager, head of service, etc.) in an administrative context, responsible for the internal client support sector.

Competencies Assessed

Thinking Skills

6. Problem-solving

Leadership Skills

22. Ability to Mobilize
26. Ability to Develop Others

Management Skills

51. Ability to Organize / Orchestrate
53. Ability to Control

Entrepreneurship

58. Client-oriented
59. Results-oriented



Type of Report

Page 1

Multiple Choice In-Basket Exercise - National Society of Ocean Energy

Candidate: Smith, John Evaluation date: 2010/01/13

Explanation Note for this Type of Exam

The National Society of Ocean Energy Multiple Choice In-Basket Exercise assesses a candidate's ability to react to situations that might be encountered on the job in a middle level management position in an administrative sector context. These situations can touch several topics such as client satisfaction, employee requests, and activity reports.

Following the 13 situations presented in this In-Basket, 70 multiple choice questions were submitted to the candidate. In this context, the candidate had to choose the most appropriate statement to answer the different questions asked.

These questions call for the management abilities usually required for this level of position and aims at assessing seven (7) assessment criteria.

Rating Scale

For this report, the results are presented using the following rating scale:

Excellent 5	The candidate responds to the main aspects and criteria of the evaluation and his/her responses are appropriate. The candidate has surpassed expectations.
Very good 4	The candidate responds to most of the criteria of the evaluation and there were no major deficiencies noted for the aspects evaluated. The candidate demonstrated an above-average performance.
Good 3	Some of the main and secondary criteria of the evaluation were raised. The candidate demonstrates some minor deficiencies with regards to the evaluated criteria.
Weak 2	The candidate omits important aspects and criteria of the evaluation. The candidate presents some major deficiencies and is having problems.
Poor 1	The candidate omits most of the aspects that are evaluated and presents several major deficiencies. The candidate is incapable of responding or the answers are inappropriate.
Absent 0	The candidate did not demonstrate this evaluation criterion in any way.

Multiple Choice In-Basket Exercise - National Society of Ocean Energy

Candidate: Smith, John

Results per Competency (continued)

03 ABILITY TO CONTROL

DETAILS ON THE RESULT OBTAINED:

- The candidate ensured some monitoring in this regard, he (she) reminded them how to act and policies of the organization linked to consistency on them.
- The candidate implemented several measures that allowed him (her) to monitor properly the standards, objectives and delays.

10 CLIENT-ORIENTED

DETAILS ON THE RESULT OBTAINED:

- The candidate clearly demonstrated the desire to maintain or enhance client satisfaction, in fact, exceeding the quality standards prescribed by the organization has been at the heart of his (her) concerns.

09 RESULTS-ORIENTED Result: 3 / 5

DETAILS ON THE RESULT OBTAINED:

- In general, the candidate showed proper concern in meeting the objectives set and the overall performance of the organization.
- On a few occasions, the candidate showed initiative in situations faced and reacted rapidly to organizational constraints.

