



Psytech South Africa Catalogue

**Products, services and training
offered by Psytech South Africa.**

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@PsytechSA



<https://www.facebook.com/PsytechSouthAfrica/>



<https://www.linkedin.com/company-beta/18102428/>

Introduction to the catalogue

Dear Psychology Professional,

In this catalogue you will find a summary of products, services and training offered by Psytech South Africa.

Please feel free to contact us for a personal consultation on how we can help you address assessment concerns. Bear in mind that the catalogue is only the beginning. We are in a position to provide customised solutions and even new measures to address your specific needs.

It is our aim to help our clients make good professional decisions. We also feel strongly about advancing proper assessment practice to protect the rights of the people being tested as well as the psychology professional concerned. We believe that in doing so, we are protecting the interests of the profession of Psychology.

We would also like to refer you to another source of information – our website. The catalogue gets updated approximately once a year, but the website is updated more often, and contains more in-depth information about every instrument and assessment technique than we can possibly present in a printed catalogue.

www.psytech.co.za

Warm regards

Psytech South Africa

Psytech SA's Director

Nanette Tredoux is a Psychologist born and educated in South Africa. She holds a Master's degree in Psychology (with distinction) from the Rand Afrikaans University and is registered with the Health Professions Council of South Africa (HPCSA) in three categories: Research Psychology, Industrial Psychology and Counselling Psychology. Nanette has had over 30 years experience in the development and support of psychological assessment instruments, and was one of the pioneers of computer-assisted assessment technology in South Africa, programming computerised tests since the late 1970's. She spent eighteen years with the NIPR/HSRC, two years with SHL South Africa, and became involved with Psytech South Africa when the company was founded in October 1998. Nanette has consulted widely on the subjects of computerised assessment, ethically compliant assessment practices and general psychometric research, and has delivered numerous conference presentations as well as contributed to books on assessment in South Africa. Nanette is active in psychology governance at a national level.

The Team

Nanette Tredoux is a registered Psychologist in the following categories: Research, Counselling and Industrial. She is responsible for overseeing all product consulting and research at Psytech SA.

nanette@psytech.co.za

Annette Edwards is Psytech SA's Accounts and Administrative Manager and will handle any questions regarding your invoices and statements.

accounts@psytech.co.za

Pamela Dladla is Psytech SA's Accounts Assistant and assists with all invoices and statement queries.

accounts2@psytech.co.za

Clement Petersen is registered as a Psychometrist (Independent Practice) as well as a Registered Counsellor (Independent Practice). He is responsible for consulting, professional support and training to clients regarding Psytech products.

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Sarah Kempen is registered as a Psychometrist (Independent Practice). She is responsible for Psytech SA's CEU accreditation, consulting, professional support and training to clients regarding Psytech products.

sarah@psytech.co.za

Crystal Clack is registered as a Psychometrist (Independent Practice) and Psytech SA's research coordinator and is available to consult on all research needs and queries. Crystal is involved in co-ordinating research activities in support of our psychometric assessments, monitoring ongoing research, data collection relating to these assessments and documenting the results of research.

crystal@psytech.co.za

Zacharia Mabala is responsible for technical support and IT related queries.

zacharia@psytech.co.za

Nokukhanya Mzobe is a support consultant who answers your questions regarding cost estimates related to the use of Psytech tests, opening of accounts and initial support for GeneSys online concerns.

nokukhanya@psytech.co.za

Ikageng Zono is responsible for user training relating to Psytech SA GeneSys software system, including the use of the 360 degree appraisal. Additionally, Ikageng supports clients regarding online system queries.

ikageng@psytech.co.za

Betty Sewelo is responsible for general administration, switchboard and reception at the main office, and will probably be your first contact with Psytech SA. She also does processing of orders.

info@psytech.co.za

Psytech Cape

Psytech Cape was formed specifically to provide service and support to Psytech SA clients in the Western Cape and surrounding areas.

Babette Barnard is a registered Psychometrist (independent practice), and managing director of Psytech Cape. Her responsibilities include psychometric consulting services, training and client support (technical and sales), as well as bureau scoring and reporting. She is concerned with helping her clients grow and develop professionally through sharing information and industry knowledge. Her email address is: babette@psytechcape.co.za

Lara Kelly is a registered Psychometrist (Independent Practice). She is responsible for consulting and client support, as well as bureau scoring and reporting. She processes Psytech Cape's orders and assists clients with queries relating to the GeneSys online system and Psytech materials. Her email address is: admin@psytechcape.co.za

Terms and Conditions

The Psytech tests and questionnaires are psychological instruments; their use is therefore regulated by law. Psychological tests may only be used under the supervision of an appropriately registered psychology professional. We require the signature of a registered psychologist / psychometrist (independent practice) / registered counsellor (independent practice) when test materials are ordered or an account is created with us.

If a company does not have an appropriately qualified psychology professional, Psytech SA can refer the company to a registered person who can perform the service. We must, however, point out that the Health Professions Act and the Professional Board for Psychology determine the restrictions on the distribution and use of psychological test materials. We cannot supply materials to persons who may not legally use them, but we will do everything we can to put you in touch with registered professionals who know our products. The tests must be administered by a person who is legally entitled to do so, and in practice, that means a psychometrists (independent practice), registered counsellor or psychologist. Additionally, it is our view that the interpretation and feedback of test results will always remain an activity that requires specialised training, and in that regard we support and adhere to the regulations of the HPCSA.

Psytech SA does business with organisations of all sizes, from solo practitioners to listed corporations. It is important for us to ensure that our accounts are administered prudently to ensure the continuity of supply to our clients who depend on us. We endeavour to treat our clients equally and fairly. Psytech SA allows clients to open accounts with us for the purchase of credits, pencil and paper materials and consulting. Two options are available here; a cash account and a credit account.

A cash account enables the purchases of products and services on an as needed basis, provided that the products and services are paid for in full. This is for clients who prefer paying upfront, do not agree to a credit check, or who are not granted 30 day payment facilities. In such cases the funds have to show up in Psytech SA's bank account before goods or services are supplied. We reserve the right to refuse to accept cheques, and there may be a clearing period for cheques, credit cards and EFTs.

Alternatively, a credit account allows a client a 30 day payment facility, as opposed to being required to pay before receiving products or services. New accounts are opened subject to a successful credit check to which the client must sign consent. Psytech will assign a credit limit based on the results of the credit check and the client's payment record. Clients may apply to have their 30 day payment limit increased. A poor payment record may result in the 30 day payment facility being withdrawn. Invoices and statements are sent out monthly. Interest is charged on balances outstanding over 30 days. Prompt and full settlement of accounts avoids incurring interest charges. If an account is outstanding for 90 days or more, we require the account to be settled in full before further products and services will be supplied.

Training and Accreditation

Currently, we do not require clients to undergo compulsory training in order to be allowed to use the tests. Registration with the HPCSA in a category which is allowed to use tests in independent practice is sufficient. Nevertheless, we have CEU accredited training available at our offices, and are prepared to offer training courses in-house to organisations or groups of professionals on appointment.

Assessment Accessibility

There are essentially two ways of accessing and using our assessments: online or paper and pencil. In terms of online, the necessary paperwork needs to be completed and access to your own platform is granted, free of charge. Thereafter, credits need to be purchased and are used when generating reports on the online platform. Thus, no credits are used to administer the assessment. Training is not mandatory in order to utilise the system, however we highly encourage the idea of training to ensure that professionals are comfortable with the assessment process and the online platform to ensure optional assessment conditions.

When administering assessments with paper and pencil material, booklets and answer sheets need to be purchased and cannot be rented from us. Additionally, a minimum of five answer sheets per question booklet needs to be purchased too. These answer sheets are valid for one use only, and copying of answer sheets is prohibited. Thereafter, the online platform can be utilised to manually input the candidate data and answers. The same costs and procedure as the online process (delineated above) apply here.

Psytech believes that your choice of tests should be based on an informed review of all the technical evidence supporting the test's use. To this end, Psytech makes all technical manuals available as a free download. This enables you to evaluate the merits of Psytech tests at your leisure and compare these with alternative instruments. Example reports and technical manuals can be downloaded from the Psytech SA and Psytech International websites at: www.psytech.co.za and www.psytech.com

Assessments

Graduate Reasoning Tests (GRT1)



The Graduate Reasoning Test Battery assesses a high level numerical, verbal and abstract reasoning ability. It is quick to complete, cost effective and provides a comprehensive assessment of aspects of reasoning ability. It is a very challenging battery, intended for adults with post-graduate education, in intellectually demanding specialised roles.

The **Graduate Verbal Reasoning Test (VR1)** assesses high level verbal fluency, advanced vocabulary as well as the ability to understand and reason using words. This subtest is appropriate for work roles which require a high level of verbal ability such as senior management, persons responsible for formulating policy documents, legal advisors, high level negotiators, journalists, as well as academics.

The **Graduate Numerical Reasoning Test (NR1)** assesses the ability to use and understand complex numerical concepts, to reason using numbers and perceive logical relationships between numbers. This test is appropriate for work roles which require a high level of numerical ability, such as accountants, actuaries, financial analysts, and positions that require the interpretation of complex financial and technical data in numerical form.

The **Graduate Abstract Reasoning Test (AR1)** assesses the ability to understand high level abstract logical problems and use new information outside the range of previous experience. This subtest has very little verbal content. Appropriate for work roles which require the use of logical analysis in novel, intellectually demanding situations, such as engineers, inventors, scientists, systems designers, software developers and strategic planners.

Intended use of the GRT1 battery	<ul style="list-style-type: none"> • Post-graduate and senior management • Selection and recruitment, identifying staff who will likely benefit from further training and development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	28 minutes excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report • Group results summary spreadsheet
Optional training	Psytech ability test workshop

General Reasoning Tests (GRT2)



The General Reasoning Test Battery assesses verbal, numerical and abstract reasoning ability. It is quick to complete, cost effective and provides a comprehensive assessment of aspects of reasoning ability across a wide range of educational levels. It is particularly useful for identifying persons who are likely to benefit from further training and development. In addition, it is useful for assessing whether applicants have the minimum reasoning ability level needed for a

particular job or training course.

The **General Verbal Reasoning Test (VR2)** assesses basic vocabulary, verbal fluency and the ability to reason using words. Appropriate for roles which require a degree of verbal ability, such as sales and administrative positions, clerical roles, customer contact roles, supervisory and middle management positions.

The **General Numerical Reasoning Test (NR2)** assesses the ability to use numbers in a logical efficient way. Appropriate for roles that require a fair level of numerical ability. These may include sales roles, middle management positions, and technical roles.

The **General Abstract Reasoning Test (AR2)** assesses the ability to understand logical problems and use new information outside the range of previous experience. This form of reasoning ability is least affected by previous education and achievement, and is suitable for assessing individuals of various educational backgrounds and cultural groups.

Intended use of the GRT2 battery	<ul style="list-style-type: none"> • General population, Grade 10 and above • Selection and recruitment, identifying staff who will likely benefit from further training and development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	28 minutes excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report • Group results summary spreadsheet
Optional training	Psytech ability test workshop

Critical Reasoning Test Battery (CRTB2)



The Critical Reasoning Test Battery provides an occupationally relevant assessment of verbal and numerical critical reasoning ability. Its businesslike content ensures a high level of content validity and acceptability to respondents.

The **Verbal Critical Reasoning Test (VCR2)** assesses the ability to understand semi-technical or business reports and draw accurate logical conclusions from such written information. The VCR2 forms a key assessment device for managerial and professional roles which require reliable interpretation of written information and appropriate decision making.

The **Numerical Critical Reasoning Test (NCR2)** assesses the ability to understand and critically evaluate numerical information presented in tables, and accurately use this information in a logical way. The NCR2 forms a key assessment device for managerial, technical and professional positions which require a detailed understanding of financial, numerical and statistical data.

Intended use of the CRTB2 battery	<ul style="list-style-type: none"> • Business managers and graduates • Selection and recruitment, identifying staff who will likely benefit from further training and development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	40 minutes excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report • Group results summary spreadsheet
Optional training	Psytech ability test workshop

Abstract Reasoning Test (ART)



RESEARCH OPPORTUNITY: *Clients who wish to cooperate with Psytech South Africa are invited to contact us in view of a collaborative research agreement. We must state clearly that we are at this stage mainly interested in collaborating with organisations that are in a position to cooperate in predictive validity studies, where criterion data can be made available.*

The Abstract Reasoning Test (ART) assesses fluid intelligence. Fluid intelligence is considered to be the purest form of general mental ability, providing an intelligence measure that relies as little as possible on prior learning. It has consistently been shown to be an excellent predictor of work and academic achievement.

Intended use of the ART	<ul style="list-style-type: none"> • Business managers and graduates
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	30 minutes excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report • Group report
Optional training	Psytech ability test workshop

Critical Reasoning Test Battery Internet (CRTBi)



RESEARCH OPPORTUNITY: *Clients who wish to cooperate with Psytech South Africa are invited to contact us in view of a collaborative research agreement. We must state clearly that we are at this stage mainly interested in collaborating with organisations that are in a position to cooperate in predictive validity studies, where criterion data can be made available.*

Critical Reasoning is an ability that is central to all roles that require the incumbent to take logical decisions based on complex information. CRTBi is an item banked assessment that has been designed to assess critical reasoning ability and is available for unsupervised administration via Psytech GeneSys. CRTBi comprises two sub-tests which measure verbal and numerical critical reasoning. These can be administered either individually or together.

The CRTBi is intended to be used with managerial, professional, graduate level, and technical respondents. The test is designed to discriminate between candidates of average and above-average critical reasoning ability, whose aptitude is being assessed in relation to roles or training which require critical analysis of complex information and logical decision-making.

The CRTBi is similar in difficulty level to the CRTB2 battery, however the CRTBi is intended to be administered unsupervised (i.e., controlled mode). Unsupervised administration of classical psychometric tests increases the risk of practice effects and respondents helping one-another to obtain higher scores. To address this, the CRTBi utilises a large item bank from which questions are randomly drawn as the respondent progresses through the test, with the questions selected to maximise the reliability of the test for the respondent. Consequently, each respondent sits a test which is unique to them in terms of both question content and order.

The **Verbal Critical Reasoning** subtest measures the ability to understand and accurately draw logical conclusions and inferences from complex reports. Consequently, it forms a key assessment for managerial and professional roles which require accurate interpretation of written reports and rational decision making.

The **Numerical Critical Reasoning** subtest measures the ability to understand and critically evaluate a wide range of numerical data and draw logical conclusions from this. Consequently, it forms a key assessment for managerial and professional roles which require the ability to understand financial, numerical and statistical information.

Intended use of the CRTBi battery	<ul style="list-style-type: none"> • Business managers and graduates • Selection and recruitment, identifying staff who will likely benefit from further training and development
Administration	<ul style="list-style-type: none"> • Online – unsupervised assessment
Timing	45 minutes excluding administration time
Scoring and reporting	Online
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report • Group results summary spreadsheet

Adaptive General Reasoning Test (Adapt-g)



RESEARCH OPPORTUNITY: *Clients who wish to cooperate with Psytech South Africa are invited to contact us in view of a collaborative research agreement. We must state clearly that we are at this stage mainly interested in collaborating with organisations that are in a position to cooperate in predictive validity studies, where criterion data can be made available.*

Based on the latest and most sophisticated Computer Adaptive Testing (CAT) technology, Adapt-g is an efficient way of yielding maximum information in minimum time. Unlike classical testing, CAT testing does not require respondents to complete a fixed set of questions. Instead, CAT tests reveal a respondent's ability by identifying the level of question difficulty the respondent can successfully complete.

The Adapt-g contains items that meet content and "information" specifications. In this way, the test is designed to provide high accuracy and precision with far fewer items than would be required for a typical non-adaptive test. The Adapt-g is specifically developed to assess verbal, numerical and abstract reasoning domains of ability using a sophisticated and efficient method.

The **Verbal Reasoning** subtest measures verbal fluency, vocabulary and the ability to reason using words. This test is appropriate for all jobs which require a level of verbal ability (e.g. administrative staff, sales positions, system analysts, and executives).

The **Numerical Reasoning** subtest measures the ability to use and understand numerical concepts, to reason using numbers and perceive logical relationships between them. This test is appropriate for all jobs which require a level of numerical ability (e.g. accountants, financial advisors, sales positions).

The **Abstract Reasoning** subtest measures the ability to understand abstract logical relationships and reasoning new information outside the range of previous experience. This is the purest form of mental ability and is least affected by previous education and achievement. It is appropriate for all jobs which require bringing logical analysis to bear in novel, intellectually demanding situations.

Intended use of the Adapt-g battery	<ul style="list-style-type: none"> • Adults and young people over 15 years of age. • To measure general mental ability, selection as well as identifying staff who will likely benefit from further training and development
Administration	<ul style="list-style-type: none"> • Online
Timing	22 minutes excluding administration time
Scoring and reporting	Online
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report • Group results summary spreadsheet
Optional training	Psytech ability test workshop

Clerical Test Battery (CTB2)



The clerical test battery provides a quick, comprehensive and cost effective measure of a range of abilities and skills relevant to clerical and administrative roles.

The **General Verbal Reasoning Test (VR2)** assesses basic vocabulary, verbal fluency and the ability to reason using words. Appropriate for roles which require a degree of verbal ability, such as sales and administrative positions, clerical roles, customer contact

roles, supervisory and middle management positions. This is the same Verbal Reasoning Test (VR2) found in the General Reasoning Test Battery (GRT2).

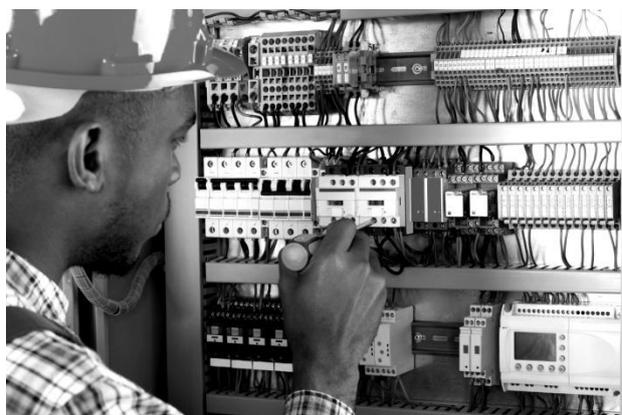
The **Clerical Checking Test (CC2)** assesses the ability to check verbal and numerical information (names, addresses, code numbers, telephone numbers etc.). It is a test of speed and precision. Appropriate for roles where fast and accurate checking of information is important – not necessarily limited to clerical roles.

The **Numerical Ability (NA2)** assesses the ability to use numbers efficiently in clerical and administrative contexts. Appropriate for roles where typical clerical numerical tasks are important, such as calculating or checking expenses, prices etc.

The **Spelling Test (SP2)** assesses the ability to spell commonly miss-spelled words correctly. The SP2 is appropriate for roles requiring the production or checking of relatively simple written communications and documents, where accuracy of spelling is important.

Intended use of the CRTB2 battery	<ul style="list-style-type: none"> • Adults • Clerical and other roles that may place high demands on administrative ability.
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	A duration of 27 minutes excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report
Optional training	Psytech ability test workshop

Technical Test Battery (TTB2)



The **Technical Test Battery** assesses three important aptitudes that are relevant in technical roles. It can be combined with the General Reasoning Test Battery (GRT2) for a more comprehensive aptitude assessment. It is intended for the assessment of applicants, trainees, apprentices or technicians in a variety of trades or craft fields.

The **Spatial Reasoning Test (SRT2)** assesses spatial ability from two perspectives: Visually constructing a three-dimensional object, and visually relating an object to its pre-constructed patterned form. Items consist of diagrams which assess the ability to visualise shapes and objects in three dimensions. Items have been selected to represent a wide range of shapes like cubes, pyramids, cones, rhomboids and various other multi-faceted shapes. Appropriate for roles such as draughtsmen, interior decorators, builders, pattern cutters, model makers, architects, tailors, upholsterers, packaging designers, mechanics, etc.

The **Mechanical Reasoning Test (MRT2)** assesses the ability to understand mechanical concepts and physical principles in operation. Respondents who have studied physical science at school will find this an advantage. Items have been selected from a wide variety of areas including optics, electricity, fluids and mechanics. Appropriate for roles where a basic understanding of mechanical and scientific principles is relevant such as appliance repair technicians, machine operators, mechanics, maintenance workers, plumbers, electricians etc.

The **Visual Acuity Test (VAC2)** measures the ability and disposition to work with highly detailed technical material such as wiring or circuit diagrams. Respondents have to follow a single pathway through a complex maze. The VAC2 assesses visual and attentional capacity which is relatively independent of general ability. Designed to be administered on a computer, this test is appropriate for roles that involve checking, repairing and replacing electrical and electronic circuitry and components.

Intended use of the TTB2 battery	<ul style="list-style-type: none"> • Adults • Education level: Grade 12 • Selection and development for technicians and apprentices
Administration	<ul style="list-style-type: none"> • Paper and pencil – NOTE: Visual Acuity is only available online. • Online
Timing	45 minutes to complete for all three subtests excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Standard report • Feedback report
Optional training	Psytech ability test workshop

Fifteen Factor Questionnaire Plus (15FQ+)



maintained.

The **Fifteen Factor Questionnaire Plus** is a general purpose factor based personality measure useful for selection, counselling and development. It uses the familiar, well-researched model developed by R. B. Cattell. Because it uses established constructs, it enables many users to build on their existing expertise and training. In its development, a balance between internal consistency reliability and breadth of measurement was

15FQ+ Scales	
Distant-Aloof	Empathic
Low Intellectance	High Intellectance
Affected by Feelings	Emotional Stable
Accommodating	Dominant
Sober-Serious	Enthusiastic
Expedient	Conscientious
Retiring	Socially Bold
Hard-headed	Tender-Minded
Trusting	Suspicious
Concrete	Abstract
Direct	Restrained
Self-Assured	Apprehensive
Conventional	Radical
Group-Oriented	Self-Sufficient
Informal	Self-Disciplined
Composed	Tense-Driven

Validity Scales
Social Desirability
Fake Bad
Fake Good
Central Tendency
Infrequency
Second Order Factors
Team Types
Leadership Styles
Subordinate Styles
Influencing Styles
“Big Five” Derived Scores
Positive Work Attitude
Emotional Intelligence

Intended use of the 15FQ+	<ul style="list-style-type: none"> • Adults and individuals with a Grade 12 education level. • Selection and development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	Untimed, but usually takes around 40 minutes to complete excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Extended report • Standard report • Profiles report • Derived Dimensions report

	<ul style="list-style-type: none"> • Feedback report • Emotional Intelligence report • Competency development report • Competency selection report • Derailer report • Question Prompts report • Ideal Profile report • Ideal Profile results spreadsheet • Extended results spreadsheet • Extended group report • Derailers results spreadsheet • Emotional Intelligence Results spreadsheet • Competency results spreadsheet • Coaching report (GROW model) • Coaching Report (Competency model) • Group Report • Group results summary spreadsheet
Optional training	Psytech personality test workshop

Occupational Personality Profile (OPPro)



The **Occupational Personality Profile** is a general-purpose personality measure. Comprising 98 items, it is quick to complete and cost-effective. Nevertheless the report, based on nine personality dimensions, gives a very comprehensive, useful and understandable overview of a person's likely behaviour in a work situation.

OPPro Scales

Accommodating	Assertive
Detail-Conscious	Flexible
Cynical	Trusting
Emotional	Phlegmatic
Reserved	Gregarious
Genuine	Persuasive
Composed	Contesting
Optimistic	Pessimistic
Abstract	Pragmatic

Validity Scales

Distortion Scale (Social Desirability)
Central Tendency

Derived Scales

Team Types
Leadership Styles
Subordinate Styles
Selling Styles
"Big Five" Derived Scores

Intended use of the OPPro	<ul style="list-style-type: none"> • Adults • Education level: Grade 12 • Selection and development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	Untimed, but usually takes around 30 minutes to complete excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Extended report • Standard report • Profiles report • Derived Dimensions report • Feedback report • Question Prompts report • Ideal Profile report • Group Report
Optional training	Psytech personality test workshop

Jung Type Indicator (JTI)



The **Jung Type Indicator** questionnaire offers a reliable, cost-efficient assessment of personality according to Jung's typology. The Jung Type Indicator enables users to leverage their knowledge of this familiar, well-established theoretical framework. It is especially useful for counselling, team building and considering how people will react in group settings. As the JTI provides a balanced, constructive approach to assessment that focuses on the strengths and development needs of each personality type, Jung's personality theory constitutes an important and valuable component of many training and development programmes. The JTI is highly economical to use and psychometrically robust.

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Intended use of the JTI	<ul style="list-style-type: none"> • Adults • Education level: Grade 12 • Development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	Untimed, but usually takes around 20 minutes to complete excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide • The Jung Type Indicator: The Sixteen Types
Reports	Standard report
Optional training	Psytech personality test workshop

Sales Preference Inventory (SPI)



RESEARCH OPPORTUNITY: *Clients who wish to cooperate with Psytech South Africa are invited to contact us in view of a collaborative research agreement. We must state clearly that we are at this stage mainly interested in collaborating with organisations that are in a position to cooperate in predictive validity studies, where criterion data can be made available.*

SPI provides an invaluable insight into characteristic behaviours in sales-related environments. Designed to be used as part of an assessment battery, this normative self-report questionnaire supports the direction of people into roles most suited to them and identifies potential training needs.

SPI measures 6 core dimensions of sales activity and have been developed from an extensive literature review and empirical validation of objective sales success. The 6 dimensions of sales activity are:

- Adaptive selling
- Emotional objectivity
- Outgoing sales persona
- Networking
- Organisational focus
- Competitiveness

Intended use of the SPI	<ul style="list-style-type: none"> • Selection, individual Development and guidance
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	Untimed, but usually takes around 20 minutes to complete excluding administration time
Scoring and reporting	Online
Reports	<ul style="list-style-type: none"> • Standard report • SPI with overall • SPI without overall • Feedback report • Results spreadsheet

Occupational Interest Profile (OIP)



The **Occupational Interest Profile** is an economical measure, using simple language, combines a basic five-scale personality questionnaire (work needs) with work interests in one questionnaire. If combined with the General Reasoning Test Battery (GRT2), an integrated report is available that makes career recommendations while taking ability as well as interests into account, making it useful for vocational guidance.

OIP Vocational Interests

- Persuasiveness
- Scientific
- Practical
- Administrative
- Nurturing
- Artistic
- Logical

OIP Work Needs

- Need for Excitement
- Need for Stability
- Need for Change
- Need for People
- Need for Control

Intended use	<ul style="list-style-type: none"> • Education level: Grade 9 and above • Development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	Untimed, but usually takes around 20 minutes to complete excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Extended report • Career report (when used in accordance with GRT2)
Optional training	Psytech counselling and development tools workshop

Occupational Interest Profile Plus South Africa

(OIP+ SA1)



RESEARCH OPPORTUNITY: *Clients who wish to cooperate with Psytech South Africa are invited to contact us in view of a collaborative research agreement. We must state clearly that we are at this stage mainly interested in collaborating with organisations that are in a position to cooperate in predictive validity studies, where criterion data can be made available.*

Designed to provide a comprehensive and fully integrated assessment for career guidance and development, OIP+SA1 consists of an occupational interest questionnaire and a measure of 'personal work needs'.

- OIP+SA1 Vocational Interests**
- Persuasiveness
 - Scientific
 - Practical
 - Administrative
 - Nurturing
 - Artistic
 - Logical
 - Managerial

- OIP+SA1 Work Needs**
- Extraversion
 - Stability
 - Openness
 - Agreeableness
 - Conscientiousness
 - Optimism
 - Excitement
 - Financial Motivation

Intended use of the OIP+SA1	<ul style="list-style-type: none"> • Education level: Grade 9 and above • Development 		
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online 		
Timing	Untimed, but usually takes around 25 minutes to complete excluding administration time		
Scoring and reporting	Online		
Reports	<p>The GeneSys online system provides the option of integrating results from ability tests such as GRT2 and Adapt-g. In addition, the reports produce a detailed list of career suggestions based on the person's profile with links to online careers information.</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> <p>OIP+ SA1 + GRT2 Report Options</p> <ul style="list-style-type: none"> • OIP+SA1 Career Battery Set: <ul style="list-style-type: none"> - OIP+SA1 Careers Battery - OIP+SA1 Extended - OIP+SA1 Extended (O*NET) - OIP+SA1 Standard </td> <td style="vertical-align: top; width: 50%;"> <p>OIP+SA1 + Adapt-g Report Options</p> <ul style="list-style-type: none"> • OIP+SA1 Career Battery Set: <ul style="list-style-type: none"> - OIP+SA1 Extended - OIP+SA1 Extended (O*NET) - OIP+SA1 Standard • CMAP+ (South Africa) <ul style="list-style-type: none"> - CMAP+ (South Africa) </td> </tr> </table>	<p>OIP+ SA1 + GRT2 Report Options</p> <ul style="list-style-type: none"> • OIP+SA1 Career Battery Set: <ul style="list-style-type: none"> - OIP+SA1 Careers Battery - OIP+SA1 Extended - OIP+SA1 Extended (O*NET) - OIP+SA1 Standard 	<p>OIP+SA1 + Adapt-g Report Options</p> <ul style="list-style-type: none"> • OIP+SA1 Career Battery Set: <ul style="list-style-type: none"> - OIP+SA1 Extended - OIP+SA1 Extended (O*NET) - OIP+SA1 Standard • CMAP+ (South Africa) <ul style="list-style-type: none"> - CMAP+ (South Africa)
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Values and Motives Inventory (VMI)



The **Values and Motives Inventory** assesses things that are important to people because they affect relationship with others, factors which could sustain and motivate behaviour and performance in the workplace, and intrinsic and personal values that guide an individual's decisions with respect to everyday choices. It is particularly useful for coaching and counselling persons who have already completed their training, but who are faced

with major change or important career decisions. The VMI can help a person explore what they really want from life.

Interpersonal Values (*Influence an individual's approach to relationships*)

- Altruism
- Affiliation
- Affection

Extrinsic Values (*Factors which sustain behaviour in the workplace*)

- Achievement
- Economic Status
- Security / safety
- Aesthetics

Intrinsic Values (*Guide everyday decisions*)

- Moral Values
- Traditional Values
- Independence
- Transcendental Values

Intended use of the VMI	<ul style="list-style-type: none"> • Education level: Grade 12 and above • Development
Administration	<ul style="list-style-type: none"> • Paper and pencil • Online
Timing	Untimed, but usually takes around 20 minutes to complete excluding administration time
Scoring and reporting	Online
Manuals	<ul style="list-style-type: none"> • Test manual • SA user guide
Reports	<ul style="list-style-type: none"> • Extended report • Feedback report
Optional training	Psytech counselling and development tools workshop

360 Degree Appraisal Manager



The **360 degree appraisal** system, available through the Psytech online system, makes it easy and convenient to administer your 360 degree appraisal project. The system is completely customisable to your own competencies, or you can use Psytech's competency model and select the behavioural rating items you would like to use. Each project requires responses from the person being rated, and at least one other rater. User friendly reports, comparing responses from all

raters, are generated in an instant. These reports can be made anonymous so that raters cannot be identified.

Integrity

- Integrity
- Dependability
- Realistic Self-Assessment
- Risk Avoidance
- Responsibility

Creativity

- Innovation
- Adaptability
- Holistic Thinking
- Strategic
- Ideas Generation

Logical and Analytical

- Rationality
- Numerical Skills
- Critical Appraisal
- Decision Making
- Analytical

Interpersonal Skills

- Relationships
- Empathic
- Interpersonal Support
- Diplomacy
- Appropriate Assertion

Resilience

- Emotionality
- Composure
- Tension
- Suspiciousness
- Impulsivity

Persuasiveness

- Communication Skills
- Written Skills
- Coaching
- Social Presence
- Listening Skills

Planning and Organising

- Time Management
- Future Oriented
- Prioritisation
- Delegation
- Planning

Quality Orientation

- Detail
- Consciousness
- Task-focus
- Task Finishing
- Systematic
- High Standards

Energy and Drive

- Energy
- Self-Motivation
- Results-Orientated
- Motivating
- Initiative

This competency model can be used as it is, or you can use it as a starting point. You can use a subset of the model, or define your own behavioural rating items. You are in control. When using your own competencies it is recommended that a thorough job analysis is conducted prior to embarking on the project. Comprehensive computer-generated reports are available as soon as all raters have completed the questionnaire.

Research

Join us in research – here's what's in it for you!

A recent court judgment revoked the Employment Equity Act requirement that only certified tests may be used in Industry. The judge stated clearly that tests still have to be valid, reliable, not biased and able to be used fairly.

Psytech SA will continue to do research on the psychometric properties of our tests, and even though the process of test classification is onerous and expensive, we'll submit our tests. Using a classified test assures the test user that the test has been evaluated for reliability, validity, fairness and bias, on South African data.

Should clients want to use a test that is still in the process of being classified, but for which the psychometric properties have been determined, those tests are now available for use, provided users follow the Code of Conduct (regarding informed consent, disclosure, etc.). We welcome research collaboration for local validation and fairness studies, both by our clients and by universities. It is in your best interest as well as ours.

LATEST RESEARCH OFFERING

Validity data helps us to ensure that tests are up to standard and helps you to meet the legal requirements. With this in mind, we are prepared to offer you a **free**, customised 360 survey. This can be done with very little effort on your side. The questions can be tailored to the needs of the company regarding the roles for which people were selected. The assessment will be brief, and can be done with as few as 2 raters.

GETTING INTO AN AGREEMENT - What does this entail?

- Data collection – in the case of very new tests, then adding them to your assessment battery (at no cost to you) helps us to collect data to explore the psychometric properties of the assessment.
- Validity – academic results or comparison with other tests, or 360 information can be used for validation studies
- How to get involved – express interest, we will make contact and explore opportunities together, an agreement then formed between the parties involved.

TESTS UNDER DEVELOPMENT

New tests can now be more readily available for use as they will meet the requirements of the Employment Equity Act, once the psychometric properties have been established.

Tests currently under development

- Abstract Reasoning Test (ART)
- Occupation Interest Profile – South Africa (OIP+SA1)
- Sales Preference Inventory (SPI)
- Critical Reasoning Test Battery – Internet Version (CRTB2i)
- Adapt-G

We are looking for validity data for some tests. This would be situations where tests are administered and there is additional data to corroborate the results with, for example: academic results, other test data, or a 360 survey. In the case of newer tests, we are interested in broader data collection. We would consider any research opportunity.

Please feel free to contact us for more information about our tests under development.

Training

Ethics in Psychological Assessments

Target audience

Psychologists, Interns, Psychometrists, Registered counsellors.

Outcomes

- Describe the ethical framework in the South African context.
- Discuss ethical dilemmas that the psychology profession encounters.
- Propose an approach to handling ethical issues.
- Exposure to case studies.
- Includes the following: Employment Equity Act, List of Classified Tests, The Scope and Practice of Psychology, General Ethical Rules and Annexure 12, Form 208, Health Professions Act, Revised Policy on Undesirable Business Practice.

Duration

1 day

Applied Statistics and Psychometrics

Target audience

Psychologists, Interns, Psychometrists, Registered counsellors.

Outcomes

- Theoretical basis for testing
- Norm referenced use of tests
- Criterion referenced use of tests
- Revision of standardised scores
- Central tendency and standard deviation, and the normal distribution curve
- Standardised scores: t-scale, IQ scale, sten scale, stanine, standardised equivalence and transforming scores
- Evaluating tests: norms, reliability, validity, correlations
- Reliability: factors influencing reliability, types of reliability, item analysis, considerations in SA, standard error, standard error of difference
- Validity: types of validity, utility theory and estimating gains, multivariate techniques, assumptions with multiple regression, discriminant analysis
- Factor analysis
- Bias and fairness: causes of bias, adverse impact, the Mantel-Haenszel index, analysis of variance

Duration

2 days

Psytech ability tests

Target audience

Psychologists, Interns, Psychometrists, Registered counsellors.

Instruments covered

- General Reasoning Test Battery (GRT2)
- Graduate Reasoning Test Battery (GRT1)
- Critical Reasoning Test Battery (CRTB2)
- Abstract Reasoning Test (ART)
- Clerical Test Battery (CTB2)
- Technical Test Battery (TTB2)

Outcomes

- Understand the constructs measured by each of the subtests of every Psytech ability battery.
- Understand the prior knowledge requirements for each of the ability assessments.
- Understand the implications of proper test administration for the psychometric properties of the tests.
- Be able to identify the most suitable tests for a particular purpose.
- Use individual subtests in the compiling of test batteries.
- Be familiar with the reference materials for the test batteries.
- Understand the considerations regarding cross-cultural use of ability tests.
- Understand the interpretation of score levels in the computer-generated reports.

Duration

1 day

Psytech Personality tests

Target audience

Psychologists, Interns, Psychometrists, Registered counsellors.

Instruments covered

- The 15 Factor Questionnaire Plus
- The Occupational Personality Profile
- The Jung Type Indicator

Outcomes

- Understand the different approaches each of these questionnaires takes to the measurement of personality.
- Understand the constructs measured by each of the Psytech personality measurements.
- Know the groups for which the tests are suited.
- Understand the considerations regarding cross-cultural use of personality questionnaires.
- Understand the considerations regarding language proficiency in the use of personality questionnaires.
- Have an understanding of the validity and reliability of the scales.
- Know the typical behaviour that can be expected from low scorers and high scorers on each scale.
- Know how to use and interpret primary scales, second-order factors and derived scores.
- Have an understanding of the range of norm groups available for the 15FQPlus and the Occupational Personality Profile.
- Gain insight and understanding by analysing your own results.
- Know how to use computer-generated reports responsibly and professionally.
- Be familiar with the different computer-generated reports for these tests and what they cover.
- Understand the importance of the validation interview and feedback.
- Be able to make simple links between questionnaire dimensions and competencies.

Duration

1 ½ days

Psytech Counselling and Development Tools

Target audience

Psychologists, Interns, Psychometrists, Registered counsellors.

Instruments Covered

- The Values and Motives Inventory
- The Occupational Interest Profile

Outcomes

- Understand the constructs measured by the VMI and OIP.
- Understanding the differences between assessment for counselling and development at different life stages.
- Be able to compile an appropriate assessment battery for counselling or development assessments.
- Understand the different contexts in which assessment for development takes place.
- Be able to integrate information from other sources with structured tests to facilitate counselling.

Duration

½ day

GeneSys Online System

Target audience

Psychologists, Interns, Psychometrists, Registered counsellors.

Outcomes

- Familiarity with basic operation of the GeneSys Online System.
- Setting up respondents, administering tests, capturing paper and pencil data, norm selection, reporting, credits charged.
- Knowing how to set up individual and multiple respondents in a computerised test room.
- Familiarity with creating and managing groups of respondents.
- Knowing how to create and update norm groups.
- Creation of ideal profiles.
- Being proficient in creating custom test batteries.
- Understand technical, legal and ethical aspects of internet-based testing.
- Understanding the principles and processes involved with setting up and implementing the 360 appraisal.

Duration

½ day