



## FAST TRACK NATIONAL ASSESSMENT CENTRE

### COGNITIVE ABILITY TESTS – INFORMATION SHEET

The Fast Track Programme will be intensive and will require candidates to take on large amounts of information and acquire knowledge quickly. As research shows that Cognitive Ability Tests have been found to be the most consistent predictor of job performance and academic performance, candidates attending the national Assessment Centre will be asked to complete a suite of three tests. The Cognitive Ability Tests you will do as part of this assessment will be online versions of verbal, numerical and abstract (inductive) reasoning.

Candidates attending the Fast Track National Assessment Centre will be using the SHL 'Verify' range of Cognitive Ability Tests which include:

- The Verify™ Verbal Reasoning Test measures your ability to evaluate written statements. Using content that makes use of work place experiences, you are required to draw conclusions from the written evidence. This task involves reading a passage of text, and using that information to decide whether a given statement is 'True', 'False', or if you 'Cannot Say' from the information given. This test has been selected because the following tasks are critical aspects of the role; analysing and interpreting written and oral information, preparing written documents or preparing and delivering presentations.
- The Verify™ Numerical Reasoning Test measures your ability to make correct decisions or inferences from numerical or statistical data. The test measures your ability to work with numerical data in a realistic workplace context. This task involves analysing some data in the form of a graph or chart, performing some kind of calculation and answering a short question. This test has been selected because the following tasks are critical aspects of the role; analysis and interpretation of numerical data (e.g. crime figures, budgets, costs and data trends).
- The Verify™ Inductive Reasoning Test measures your ability to draw inferences from, and understand relationships between, various concepts. This task involves working out the pattern(s) in a set of images, and identifying the correct next

image from the given options. This test has been selected because the following tasks are critical aspects of the role; dealing with new concepts and approaches, answering questions of 'why' and 'how' and resolving complex and ambiguous problems.

You may be aware that in some instances tests of this nature can be administered in an unsupervised environment (e.g. completing these at home). However, the test will be delivered on-site as part of the Fast Track National Assessment Centre under assessment conditions. You will be allocated to a specific time slot within your personal timetable to complete the tests and will do so in one of the large assessment rooms. You will be provided with a laptop computer with internet connection and personal log-on details to access the tests and complete these. The table below provides more information and the specific timing of each test.

	<b>Verbal Reasoning</b>	<b>Numerical Reasoning</b>	<b>Inductive Reasoning</b>
<b>Allowed Time</b>	19 mins	25 minutes	25 minutes
<b>Number of Questions (max)</b>	30	18	24
<b>Question Format</b>	Multiple Choice	Multiple Choice	Multiple Choice

The tests that you will complete will be set at the 'graduate' level and your scores will be compared against the test publishers 'graduate' comparison (norm) group. The results for the tests will make up one-seventh of your overall performance at the Assessment Centre.

We recognise that completing psychometric tests can be a daunting experience for some candidates, and so we are providing this information to help you prepare and feel confident in producing your best performance when undertaking these tests.

You may find it helpful to have an opportunity to practice this type of test in advance of the Assessment Centre so that you are familiar and comfortable with the testing format and structure of the tests. The link below will take you to the SHL Test Preparation and Career Centre where you can access advice and guidance about Cognitive Ability Testing as well as sample questions and full practice tests (<http://www.shldirect.com/en/>).

If you have any individual circumstances that you believe may affect your performance or attendance at the selection process, you should in the first instance refer to the Reasonable Adjustment and Accommodation [Policy](#). This details the process by which candidates with a disability, including a Specific Learning Difficulty (SpLD), or any other influencing factors may apply for reasonable adjustment or an accommodation of their needs. If, after reading the policy, you have any queries regarding your situation, please [email the Senior Selection Team](#) to arrange to discuss your circumstances with one of the team's psychologists. Where appropriate adjustments will be made to all relevant aspects of the Assessment Centre delivery including the Cognitive Ability Tests. Candidates who have not notified the College of Policing of their needs yet must do so as soon as possible so that we can try to assist and put any necessary adjustments or accommodations in place for you.

### **GENERAL ASSESSMENT CENTRE TECHNOLOGY UPDATE**

As previously communicated in the Fast Track National Assessment Centre Overview Document you will be required to type your response to the Written In-Tray Exercise tasks using a laptop computer. You will be provided with a separate keyboard and mouse to assist with this. You should also be aware that the laptop computers run the Microsoft® Windows 8.1 Operating System and are installed with MS Office 2013®. Whilst you will only be required to type onto a blank MS Word® word processing template, if you are not familiar with this operating system or version you may want to explore this in advance of the Assessment Centre so that you feel confident using it when you are on-site.

If you have any queries or concerns on the back of this information then please contact the Senior Selection Team using the details below.

Name: Gabbie Hayton, Operational Compliance and Performance Manager  
Tel: (01423) 876815  
Email: [seniorselection@college.pnn.police.uk](mailto:seniorselection@college.pnn.police.uk)