

## Tripod Test Licencing Programme for HR Specialists

<b>Venue:</b>	Zoom Webinar
<b>Goal:</b>	Theoretical background and practical skills for using Tripod's psychological tests for personnel selection and managers' development
<b>Trainer:</b>	Liisa Raudsepp, Psychologist and Senior Consultant
<b>Language:</b>	English
<b>Fees:</b>	Training: <b>499 euros</b> (includes free trial tests) Licence fee: <b>150 euros</b> per 2 years



### *Day 1: Psychological Testing and Assessing Personality*

10.00–11.00	<b>Introduction.</b> Individual differences and job performance. Applying psychological tests in personnel assessment. The golden rules of psychological testing. <b>Main principles of testing:</b> standardization and objectivity. Evaluating test quality: reliability and validity. <b>Standardization:</b> the need for norms and principles of interpretation.
11.00-11.15	Energy break
11.15-12.30	<b>The ethics of testing:</b> Tripod's ethics guide for test users. <b>Personality:</b> theoretical framework. Short historical overview. The Big Five: five-factor model of personality. Traits and their meanings, scales and subscales.
12.30-13.15	Lunch break
13.15–14.45	<b>Personality inventory NEO-TRI/2.</b> Test materials, instructions, reports, interpretation principles. Practical exercises.
14.45-15.00	Energy break
15.00-16.30	<b>Interpretation workshop.</b> Analysing test profiles. Research results concerning job performance and personality. <b>Job analysis and tests.</b>

### *Day 2: Mental Abilities and Giving Feedback*

- 9.00–10.30 **Workshop: creating job profiles.** Matching competence models and the Big Five.
- 10.30–10.45 Energy break
- 10.45–12.15 **Assessing mental abilities:** historical background, different measures, opportunities and limitations. **Using the web-based Tripod testing system.**
- 12.15–13.00 **Lunch**
- 13.00–14.30 **General Mental Ability Scale VVS/3** by Tripod. Predicting job performance. **Practical exercises:** analysing VVS/3 reports. Choosing the best candidate according to the personality and mental ability.
- 14.30–14.45 Energy break
- 14.45–16.00 **Giving feedback,** discussing difficult results, getting extra information from the candidate.

***Practical task: between Day 2 and Day 3, please test 2 persons with NEO-TRI/2 and give them feedback. Write a short practice report.***

### *Day 3: Managers' Tests and Special Tests*

- 09.00–10.30 Supervision and analysis of practice reports. Visual Speed and Precision Test **VKT.**
- 10.30–10.45 Energy break
- 10.45–12.15 Assessing potential for technical and IT positions: Tripod's Spatial Ability Test **RVS.**
- Assessing managers' personality and mental abilities. Tripod Managers' Tests MPI and MMAS. Interpretation of combinations.**
- 12.15–13.15 Lunch break
- 13.15–14.45 **Case studies:** personality + abilities.  
**How to use the tests for personal development of managers.**
- 14.45–15.00 Break
- 15.00–16.00 **Giving feedback to managers. Conclusions.**

The training takes place in a **small group** (usually 5-8 people). After passing the course, the participant will receive a personal **test user licence**. The licence holder has the right to administer tests provided by Tripod, interpret their results and give feedback to test takers. The licence **can be extended** after its expiry; the licence holder is not required to repeat the training. The **licence fee does not include the test fees**.

**Test prices:** 20-69 euros per test (ask for more information: [tripod@tripod.ee](mailto:tripod@tripod.ee))