

B12-L1

<b>Employment Tests</b>	<b>Core Competency: B12</b>	<b>Level 1, Introductory</b>
Complete employment tests		
Time to complete: 120 minutes		

<b>Objectives</b>	Upon completion of this lesson students will be able to: 1. Understand the purpose of employment tests. 2. Identify the major types of employment tests. 3. Complete a sample of employment tests.	
<b>Cross Competencies</b>	H75 Demonstrate familiarity with a variety of technologies H78 Demonstrate basic computer skills H81 Demonstrate an ability to search for information on the internet	
<b>Core Standards</b>	Career and Vocational/Technical Education: Content Standards 1, 4 and 5 Workplace Competencies : Contents Standards 1,3,5 and 6	
<b>Resources</b>		
<b>Materials in Lesson Plan</b>	<b>Other Supplies Required</b>	<b>Supplemental Resources</b>
<ul style="list-style-type: none"> <li>B12L1HO1 Employment Testing</li> <li>B12L1WS1 Employment Test Question Samples</li> <li>B12L1WQ1 Employment Test</li> </ul>	<ul style="list-style-type: none"> <li>Web access for Web Quest</li> </ul>	

<b>MCA</b>	<b>Portfolio Project</b>	<b>Guest Speakers</b>	<b>Program of Work</b>
		Invite an employer from your area that uses employment testing to speak to the class.	
<b>Civic Engagement</b>	<b>Indian Education for All</b>	<b>Career Pathways</b>	<b>Competitive Events</b>



<b>Suggested Instructional Approach</b>		<b>Notes</b>
<b>Introduction</b>	<p>Some employers use tests or other assessment tools as part of their screening process. The main purpose of pre-employment testing is to determine the strengths and weaknesses of a candidate in areas of concern to the company.</p> <p>Some types of testing include aptitude (both general and specific ability), job specific skills (what you know about and what you can perform in a particular job), personality (work ethics, job compatibility, honesty, etc.) and others (i.e., drug tests, medical examinations, etc.)</p>	
<b>Preparation</b>	<ul style="list-style-type: none"> <li>• Make copies of student handouts.</li> <li>• If you will be doing supplemental activities, make copies or arrange for the resource as needed.</li> </ul>	
	<ol style="list-style-type: none"> <li>1. Distribute <a href="#">B12L1HO1 Employment Testing</a>.</li> <li>2. Review information with students.</li> <li>3. Distribute <a href="#">B12L1WS1 Employment Test Question Samples</a>.</li> <li>4. Review student answers.</li> <li>5. Complete <a href="#">B12L1WQ1 Employment Test</a>.</li> <li>6. Review student answers.</li> </ol>	
	<p><u>Conclusion</u></p> <ol style="list-style-type: none"> <li>7. Review the reasons for employment tests, what kind of tests, and some strategies for best performance on the tests.</li> </ol>	
<b>Assessment</b>	Completion of Assignments	
<b>Supplemental Activities</b>	<ul style="list-style-type: none"> <li>• Invite an employer from your area that uses employment testing to speak to the class.</li> <li>• Invite a speaker to discuss the rights and responsibilities of employees in relationship to drug and alcohol policies in the workplace</li> </ul>	