

B12-L2

<b>Employment Tests</b>		Core Competency: B12	Level 2, Intermediate
Complete employment tests			
Time to complete: 120 minutes			
<b>Objectives</b>	Upon completion of this lesson students will be able to: <ol style="list-style-type: none"> <li>1. Understand the purpose of background checks.</li> <li>2. Understand the purpose of employment tests.</li> <li>3. Complete a sample of employment tests.</li> </ol>		
<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>State Standards</b>	Career and Vocational/Technical Education: Content Standards 1, 4 and 5 Workplace Competencies: Content 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>• B12L2ACT1 Pig Personality Test</li> <li>• B12L2ACT2 Hershey's Personality Profile</li> <li>• B12L2PP1 Background Checks</li> </ul>	<ul style="list-style-type: none"> <li>• Internet access for personality assessments</li> <li>• Hershey's miniatures candy bars for the class</li> </ul>	<a href="http://www.funeducation.com/Tests/CareerTest/TakeTest.aspx">www.funeducation.com/Tests/CareerTest/TakeTest.aspx</a> <a href="http://www.cs.state.ny.us/testing/localtestguides.cfm">www.cs.state.ny.us/testing/localtestguides.cfm</a>	

MCA	Portfolio Project	Guest Speakers	Program of Work
		Invite a speaker to discuss the rights and responsibilities of employees in relationship to drug and alcohol policies in the workplace	
Civic Engagement	Indian Education for All	Career Pathways	Competitive Events



<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 ethic, job compatibility, honesty, etc.) and others (i.e., drug tests, medical examinations, etc.)</p> <p>In addition to employee testing, employers also perform background checks. Students need to know the importance of how “what they do” can effect getting and/or keeping a job. This unit is a great opportunity for you to discuss the implications of social network accounts (i.e. Face book) on their careers.</p>	
<b>Preparation</b>	<ul style="list-style-type: none"> <li>• Have access to computer lab</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. Through class discussion, have students complete <u><a href="#">B12L2ACT1</a></u> Pig Personality Profile &amp; <u><a href="#">B12L2ACT2</a></u> Hershey’s Miniatures Personality Profile.</li> <li>2. Discuss results after students have completed the quizzes.</li> <li>3. Explain to students that even though this was fun, and probably not very accurate, employers do use tests that measure applicant’s qualifications for a job. Review the reasons for employment tests, what kind of tests, and some strategies for best performance on the tests. To take a free career personality test, have the students go to the website <a href="http://www.funeducation.com/Tests/CareerTest/TakeTest.aspx">www.funeducation.com/Tests/CareerTest/TakeTest.aspx</a></li> <li>4. To view various samples of employment tests, have students go to <a href="http://www.cs.state.ny.us/testing/localtestguides.cfm">www.cs.state.ny.us/testing/localtestguides.cfm</a></li> <li>5. Discuss the possibility of potential employers performing background check and have students view <u><a href="#">B12L2PPT1</a></u>. Follow up with discussion with students on their rights and responsibilities when applying for a job.</li> </ol>	
<b>Assessment</b>	Include Career Personality Test results in career portfolio	
<b>Supplemental Activities</b>	<ul style="list-style-type: none"> <li>• Invite a speaker to discuss the rights and responsibilities of employees in relationship to drug and alcohol policies in the workplace</li> </ul>	