

Occupational test training

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The successful implementation of any occupational testing programme rests entirely with those responsible for choosing and using psychological tests. This means that anyone wishing to use tests must be trained to an appropriate standard. For organisations that have already decided to use tests, CGR is able to offer two courses that will ensure the competence of individual test users.

British Psychological Society Level "A" Training

Developed in conjunction with test publishers, the British Psychological Society's (BPS) Level "A" Certificate of Competence in Occupational Testing is the entry level qualification for individuals wishing to purchase, administer and interpret ability and aptitude tests. CGR's Level "A" training course, which leads to the award of the BPS Certificate, is recognised by every major UK test publisher and enables delegates to purchase all of the well-known ability and aptitude tests. The course covers:-

- how to choose tests
- how tests are constructed
- the properties of a good test
- test administration and scoring
- standardisation and the use of norms
- interpretation and feedback
- storing test materials and test data
- when and when not to use tests

Our course tutors are all Chartered Psychologists, individually verified by the BPS, with extensive experience of testing practice. Since its inception, CGR has offered independent Level "A" training to the highest standards.

British Psychological Society Test Administrator Training

While the Level "A" certificate is required to purchase and interpret tests, it is not needed for those wishing only to administer tests under supervision. CGR's one-day BPS Certificate of Competence in Occupational Testing (Test Administration) course covers all those aspects of competence required to administer tests to groups of candidates and to score the tests correctly. It is an extremely cost effective way of establishing a cadre of internally accredited test administrators, where there is at least one full Level "A" trained user within the organisation.

The benefits of CGR's Occupational Test Training Courses are:-

- independence – we do not publish tests and we have no commercial links with any test publisher. We have no interest in promoting any particular tests, only in promoting good practice
- flexibility – we are able to run courses in-house or can arrange local venues. Our Level 'A' can be run as two, two-day modules or as a four-day course
- value for money – we offer competitive rates based on the size of the group, not on a per capita basis. All of our tutors are highly qualified and experienced consultants who are able to offer advice, not only on testing, but also on any aspect of assessment based on their personal experience.

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