

ABC Company

Prevue Report

Selection
Personal Development
Individual
Succession Planning

- **Working Characteristics**

on

Ms. Elizabeth Sample

18/06/2003

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Working Characteristics

Elizabeth Sample

This report provides additional information on certain Working Characteristics of Ms. Sample. This summary will be significant for Managers, Supervisors, and Human Resource Professionals. The Working Characteristics are derived from personality traits as referred to in the Prevue Assessment. Distinct from the Prevue Benchmark, these work-related features help to answer questions such as:

- 1. Is Ms. Sample inclined to take risks?**
- 2. Does she live to work or work to live?**
- 3. Does she prefer a fixed salary or flexible income?**

This information, in conjunction with the Prevue Assessment and the job interview, previous work history, and a background check, will assist with Human Resource decisions regarding Ms. Sample.

Working Characteristics Summary

How does she want to be paid?	Prefers performance-based remuneration over a more modest but certain income.
How important is work to her?	Work is important, but not at the expense of home or family.
Does she make risky decisions?	Is inclined to be daring and impulsive, sometimes without considering the consequences.
How does she deal with change?	Enjoys change and values innovation.
What is her perception of the world?	Tends to see opportunity and excitement in new ventures.

Working Characteristics

Compensation Preference

This Working Characteristic identifies whether Ms. Sample is more motivated to work by either performance-based remuneration or a fixed wage or salary. This helps to determine if she will be satisfied with the remuneration this position offers. It will also expedite the design of a compensation package that will encourage her best performance.

Is Ms. Sample better motivated by fixed salary or by an incentive remuneration program?

Prefers Salary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Prefers Bonus
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- Ms. Sample prefers striving for performance-based remuneration rather than being on salary.
- She enjoys taking chances and likes the excitement of bonus or commission work.
- She will find ways to get around obstacles, even if that requires bending the rules.
- She does not always count the costs and can be difficult to manage.

Focus on Work

This Working Characteristic provides information on the importance of work for Elizabeth Sample. Some people define themselves by their work. They are often labeled workaholics. Others see work as a means to an end, rather than an end in itself. While such differences are not a function of personality, they are related to it. This Working Characteristic is particularly significant for assessing whether Elizabeth Sample will fit with the culture of the workplace or with the team that she may be assigned to.

Does Ms. Sample live to work or work to live?

Works to Live	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lives to Work
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- Work is important to Elizabeth Sample but not at the expense of home or family.
- If conflicts arise between home and work, her personal life may take priority.
- Leading a full social and business life, she may sometimes be overextended.
- Long or irregular working hours could be a strain on this sociable person.
- The social skills she develops in her leisure activities should translate well to business.

Working Characteristics

Tolerance for Risk

This Working Characteristic indicates the likelihood of Ms. Sample engaging in risky behaviors or actions. This attribute will be relevant in determining whether she can accommodate the decisions required in this particular job. It also provides insight regarding her fitness to be a member of an existing team.

Is Ms. Sample likely to make risky decisions?

Not Risk Inclined Risk Inclined

- Elizabeth Sample is inclined to be daring and impulsive, sometimes without considering the consequences of her actions.
- She is inclined to believe that "the end justifies the means", and will not be overly concerned about the downside of her actions or decisions.
- She is probably a confident person with good social skills, which are vital assets in business.
- Her venturesome behavior could add creative impetus to reaching corporate goals.

Preference for Change

Good performance in some jobs requires a quick response to fast changes, but efficiency in other positions depends on tolerance for routine and working carefully at a steady pace. This Working Characteristic explains where Ms. Sample fits on the continuum between these diametric requirements.

Does Ms. Sample prefer to work in rapidly changing circumstances or with a set routine?

Prefers Routine Prefers Change

- Ms. Sample enjoys change and values innovation.
- She will look for new ways to do routine tasks.
- She likes to take control of events and will react proactively to new trends.
- She tends to seek change for its inherent excitement, rather than because it is necessary.

Working Characteristics

Perception of the World

Elizabeth Sample's attitude to day-to-day events in the workplace is important to her overall job performance. This Working Characteristic identifies whether she will approach problems and issues with optimism or with caution. The job itself defines which approach is appropriate.

How does Ms. Sample perceive and approach problems and events?

Sees Drawbacks

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Sees Opportunities

- Elizabeth Sample tends to see opportunity and excitement in new ventures.
- She generally sees the world as a safe place with manageable dangers.
- She reacts quickly to problems partly because she does not fear the consequences of fast action.
- She will readily try new methods to boost performance and productivity.
- She will not adopt uncommon practices merely because they are novel: she must be persuaded they are also timely and effective.