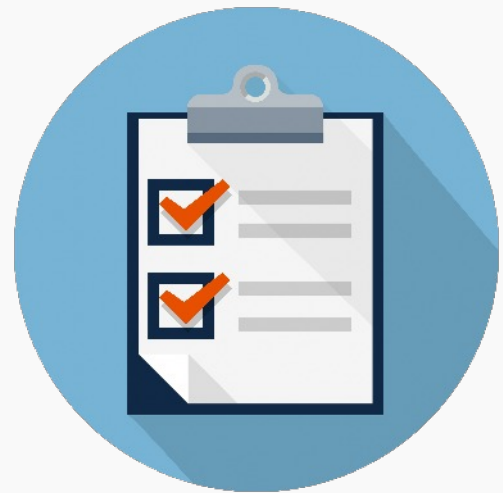


Skills Testing and Assessment Brochure

Welcome to the Aaron Wallis Skills Testing Brochure. This brochure details all of the skills tests that we are able to offer and is continuously being updated.

We offer over 1050 validated assessments for Clerical, Software, Call Centre, Financial, Healthcare, Industrial and Technical job classifications.



Aaron Wallis Skills Testing is powered by Kenexa Prove It! Testing.

Why Choose Aaron Wallis Skills Testing?

- **Improves your screening process-** Leverage cutting-edge technology to achieve superior results.
- **Proven test validity-** Kenexa Prove It®! tests are developed by subject-matter experts to ensure content validity.
- **Learning tools-** Kenexa Prove It®! has developed a series of interactive tutorials to complement the Microsoft Office assessment offering.
- **Customer driven-** The Kenexa Prove It®! Team continually works with clients' business needs to drive the performance and development of products and services.
- **Industry leading customer service-** Kenexa Prove It®! offers free, live phone support to candidates.
- **Simulates desktop applications-** Interactive tests support the vast majority of short cut keys; applicants will not be adversely scored for using the most efficient means possible to answer questions.
- **Identifies highly qualified candidates and training needs, quickly and easy-** Detailed test results are generated immediately and reports are easily interpreted.

Our Most Popular Tests

U.K. Sales Concepts
U.K. Basic Office Skills
Marketing Fundamentals
Internet Research Skills
U.K. Call Centre Inbound Sales Skills
U.K. Call Centre Outbound Sales Skills
U.K. Analytical Skills
U.K. Call Centre Telephone Etiquette
U.K. Computer Literacy
U.K. Logical Reasoning
U.K. Maths and Reasoning Skills
U.K. Microsoft Excel 2007 - Normal User
U.K. Microsoft Outlook 2007
U.K. Microsoft PowerPoint 2007 - Normal User
U.K. Microsoft Word 2007 - Normal User
U.K. Vocabulary
U.K. Writing Sample - Persuasive.
U.K. Writing Sample - Sales Correspondence .

As you'll see from the brochure we also offer testing on the full Microsoft Office Suite at Beginner, Intermediate and Advanced levels together with language testing - written and listening. We can also undertake typing testing of your selected candidates.

Should you wish to test the candidates as part of your recruitment process you can choose as many tests as you require from the brochure. However, as each test takes 15 - 30 minutes each we normally recommend 3 tests as a maximum.

Please see the next page for full test descriptions.

Descriptions of Our Most Popular Tests

U.K. Sales Concepts- This assessment contains 38 questions. The U.K. Sales Concepts test was created to assess the skill level of a sales representative. It can be used in any sales industry as it covers the basic skills needed to be successful in sales. This test includes such topical areas as; Rapport Building, Opening, Probing, Supporting, Objections, and Closing.

U.K. Basic Office Skills- This assessment contains 47 questions. The U.K. Basic Office Skills test measures basic math and verbal skills. Topics include Basic Math (adding numbers, subtracting fractions), Business Math (business related word problems), Filing Skills (recognizing alphabetical order), Grammar, and Spelling. This test is designed for job candidates who need basic math and verbal skills in order to perform their job successfully.

Marketing Fundamentals- This assessment contains 46 questions. The Marketing Fundamentals test is aimed at assessing the skill level of the test taker in identifying marketing strategies, applying pricing, setting plans, conducting research as well as creating promotions. This test is appropriate to administer to entry level marketing personnel.

Internet Research Skills- This assessment contains 42 questions. The Internet Research Skills test covers basic terminology of the Internet and the methodology of Internet research, including information evaluation. The test especially focuses on Boolean and symbol searches as well as Internet search tools.

U.K. Call Centre Inbound Sales Skills- This assessment contains 39 questions. A candidate who successfully completes this test will have demonstrated a well-versed knowledge of call centre sales, service, operations, and procedures. Questions are based on situations and issues often encountered in call centre environments. The test contains questions that range from basic to advanced. Hence, it is not advisable to gauge a candidate's skill as "lacking" if they have merely one year of experience in the field and fail to answer the advanced questions correctly. While this test is appropriate for a candidate that has a minimum of one year's experience in the field, it is intended to present questions that are challenging to the seasoned call centre employee as well.

U.K. Call Centre Outbound Sales Skills- This assessment contains 52 questions. This test for was created to aid in identifying potentially successful outbound sales call centre employees and applicants. The following categories are examples of those types of typical areas addressed within the test; Acceptance of Criticism - ability to use critical feedback to enhance performance, Assertiveness - ability to portray confidence interpersonally, Drive/Motivation - willingness to be productive and to succeed and Versatility - Ability to work on several different tasks at once. This test cannot be randomised because questions throughout the test will reference the previous question's data!

U.K. Analytical Skills- This assessment contains 30 questions. The U.K. Analytical Skills test focuses on evaluating the cognitive skills that are traditionally considered analytical. Such skills include determining the next in a sequence, identifying differences, drawing comparisons, visualising written cues, as well as delineating between linear relations.

Descriptions of Our Most Popular Tests

U.K. Call Centre Telephone Etiquette- This assessment contains 34 questions. The test covers and examines a general variety of skills, knowledge, and prior training for the Call Centre Telephone professional. This assessment is focused on evaluating a trained customer service agent's communication skills along with their ability to recognise proper telephone etiquette, the best way to handle calls, department priorities, and the ability to provide first class customer service under any circumstances.

U.K. Computer Literacy- This assessment contains 31 questions. The assessment is designed to measure the skills of a person familiar with some of the technical aspects of computer knowledge as well as knowledge generally known by users. This test is ideal for the user with some understanding of how to keep a computer running at its optimal performance level, as well as fix basic computer problems. The test addresses simple computer troubleshooting and maintenance as well as the basics of navigating through Windows (2000 and XP). Topics include Hardware, Software, and Windows.

U.K. Logical Reasoning - Deduction. This assessment contains 20 questions. The assessment focuses on evaluating deductive reasoning concepts. It is suggested that pencil and paper is used with this assessment.

U.K. Logical Reasoning- Mathematical. This assessment contains 25 questions. The assessment focuses on evaluating deductive reasoning affiliated with mathematical concepts. Pencil and paper is suggested to use with this assessment.

U.K. Maths and Reasoning Skills- This assessment contains 39 questions. The test covers such topics as percentages, multiplication, fractions, word problems, patterns, and comparisons. This assessment would be appropriate to give to any person who needs to use maths and/or reasoning skills on a regular basis.

U.K. Microsoft Excel 2007- Normal User test is designed to test clerical level users of Excel who are required to edit, develop, and create Excel Workbooks. The Whole test assesses the user's ability to create and develop a basic Excel workbook, including the most commonly used commands for formatting cells, navigation through the application, using formulas, and changing the overall appearance of the spreadsheet. The U.K. Power User test attempts to provide the basis for separating candidates who possess limited exposure to Microsoft Excel 2007 from those who are conversant with the full functionality of the software. The primary topics include advanced formatting and formula writing. This test is designed to test candidates who will be required to use some of the more advanced features of the program, while the bulk of their responsibilities fall within conducting more basic level activities.

U.K. Microsoft Outlook 2007 - This assessment contains 30 questions. U.K. Microsoft Outlook 2007 is a comprehensive personal information application, which combines Internet/Interoffice e-mail, a calendar and task list, address book and contact information and notes and journals. Outlook is used to handle communication as well as organise information for individuals. It is part of Microsoft Office 2007. This test is designed for anyone who uses Outlook for their e-mail communication. This test assesses the user's ability to use common functions such as sending email and adding contacts as well as more advanced functions including arranging meetings and creating tasks. Topics include Application Features, Calendar, Contacts, E-mail, Notes and Tasks.

Descriptions of Our Most Popular Tests

U.K. Microsoft PowerPoint 2007 - Normal User - This assessment contains 30 questions. U.K. Microsoft PowerPoint 2007 (also known as version 12.0) is a presentation designer used to create overhead slides and computer-based presentations. This program is included in Microsoft Office 2007, which also includes Word and Excel. The Whole Test combines both the Normal and Power User tests. U.K. Microsoft PowerPoint 2007 - Normal User test assesses the user's ability to perform common functions such as creating and formatting a presentation. This

U.K. Microsoft PowerPoint 2007 - Power User test is designed to assess candidates who will be required to use some of the more advanced features of the programme on a daily basis. Graphics, Multimedia, Importing and Exporting and Animation are among some of the topics addressed in this examination.

U.K. Microsoft Word 2007 - Normal User - This assessment contains 30 questions. Microsoft Word 2007 aims to evaluate the skill level of the test taker in navigating through Microsoft Word 2007 (U.K. version) as well as their ability to complete several commonly used tasks. The Whole Test combines both the Normal and Power User tests. The tasks in the U.K. Microsoft Word 2007 - Normal User test include formatting a document, inserting pictures, creating tables, sorting data, and conducting mail merges. This U.K. Microsoft Word 2007 - Power User test attempts to provide a basis for separating candidates who have limited exposure to Microsoft Word 2007 from those who are conversant with the full functionality of the software. Advanced formatting, Charts, Themes, Styles and Table of Contents are among some of the topics addressed in this examination. This test is designed to assess candidates who will be required to use some of the more advanced features of the program on a daily basis.

U.K. Vocabulary- This assessment contains 45 questions. The test aims at assessing the test taker's grasp on the English language in the specific context of the office environment. The vocabulary contained herein are often used in business communications, be they written or verbal.

U.K. Writing Sample - Persuasive. This assessment contains 1 questions. The assessment aims to display the writer's ability to use persuasive language in an internal correspondence. The final sample, in memo form, will provide an idea of the writer's skill level in providing justifications, communicating desires and using professional language toward the ends of persuasion. Because gauging writing skills is a highly subjective endeavor, we leave it to you to determine the level of writing effectiveness represented by the candidate's sample. We do believe though, that providing a controlled, immediate writing environment helps to assess the skills of the writer, in context.

U.K. Writing Sample - Sales Correspondence . This assessment contains 1 questions. The U.K. Writing Sample - Sales Correspondence aims to display the writer's ability to compose a short, persuasive letter. The final sample will provide an idea of the writer's skill level in crafting a short sales oriented letter. Because gauging writing skills is a highly subjective endeavor, we leave it to you to determine the level of writing effectiveness represented by the candidate's sample. We do believe though, that providing a controlled, immediate writing environment helps to assess the skills of the writer, in context.

Free Learning Tools

Microsoft Access 2000 Tutorial
Microsoft Access 2002 Tutorial
Microsoft Access 2003 Tutorial
Microsoft Excel 2000 Tutorial
Microsoft Excel 2002 Tutorial
Microsoft Excel 2003 Tutorial
Microsoft Internet Explorer 5.0 Tutorial
Microsoft Office 2000 Integration Tutorial
Microsoft Office 2003

ACT! 2000 for Users
Advanced Spelling
Analytical Skills
Audio Typing [5 Minutes] **NEW!**
Basic Arithmetic
Basic Computer Terminology
Basic Numeric Conversion
Basic Office Skills
Basic Office Skills [No Math]
Basic Office Skills [No Verbal]
Basic Reading Comprehension
Basic Spelling
Bookkeeping
Business Etiquette **NEW VERSION!**
Business Systems Analyst
Business Writing
Clerical Proofreading
Coding
Counting
Comparison Skills
Computer Literacy
Corrective Proofreading - Independent Films
Corrective Proofreading - Reply Letter
Corrective Proofreading - Restaurant Review
Customer Service Mindset Survey
Data Entry 10 Key [Hardcopy]
Data Entry 10 Key [Onscreen]
Data Entry 10 Key Quick Test [Hardcopy]
Data Entry 10 Key Quick Test [Onscreen]
Data Entry 10 Key With Decimals [Hardcopy]
Data Entry 10 Key With Decimals [Onscreen]
Data Entry Alpha Numeric [Hardcopy]
Data Entry Alpha Numeric [Onscreen]
Data Entry Check Number Database [Hardcopy]
Data Entry Check Number Database [Onscreen]
Data Entry Inventory Database [Hardcopy]
Data Entry Inventory Database [Onscreen]
Email Etiquette
English as a Second Language
Filing by Name
Following Verbal Instructions [audio]
Following Written Instructions
French Canadian Basic Office Skills [No Math]

Microsoft Office XP Integration Tutorial
Microsoft Outlook 2000 Tutorial
Microsoft Outlook 2002 Tutorial
Microsoft Outlook 2003 Tutorial
Microsoft PowerPoint 2000 Tutorial
Microsoft PowerPoint 2002 Tutorial
Microsoft PowerPoint 2003 Tutorial
Microsoft Windows 2000 Tutorial
Microsoft Windows XP Tutorial

French Canadian Basic Office Skills [No Verbal]
French Canadian Basic Office Skills
French Canadian Basic Reading Comprehension
French Canadian Office Grammar and Spelling
French Typing - General [1 Minute Hardcopy]
French Typing - General [1 Minute Onscreen]
French-English Bilingual
German Typing - General [1 Minute Hardcopy]
German Typing - General [1 Minute Onscreen]
German-English Bilingual
Human Resources Basics
Human Resources Benefits Knowledge
Internet Basics
Internet Research Skills
Interviewing & Hiring Concepts
Italian Typing - General [1 Minute Hardcopy]
Italian Typing - General [1 Minute Onscreen]
Italian-English Bilingual
Listening Skills [audio]
Macintosh Basics OS 9
Mailroom Management Skills
Marketing Fundamentals
Matching - Alphanumeric
Matching - Digit Numeric
Matching - Images
Matching - Numeric
Math Word Problems
Numeric Filing
Numeric Proofreading
Office Abbreviations
Office Filing Skills
Office Grammar & Spelling
Office Management Skills
Office Math Skills
Payroll
PeopleSoft HRMS
Practice Typing Test - General [1 Minute Hardcopy]
Practice Typing Test - General [1 Minute Onscreen]
Proofreader's Marks
Project Management for IT Professionals
Project Management Fundamentals
Punctuation

Microsoft Word 2000 Tutorial
Microsoft Word 2002 Advanced Documents Tutorial
Microsoft Word 2002 Tutorial
Microsoft Word 2003 Tutorial
Peachtree Accounting 2003 Tutorial
QuickBooks Pro 2000 Tutorial

Reading Comprehension
Recruiting Fundamentals
Retention
Sales Concepts
SAS 9 - Data Analyst
Shorthand
Software Quality Assurance
Software Testing
Spanish Basic Office Skills
Spanish Basic Office Skills [No Math]
Spanish Basic Office Skills [No Verbal]
Spanish Basic Reading Comprehension
Spanish Office Grammar and Spelling
Spanish Typing - General [1 Minute Hardcopy]
Spanish Typing - General [1 Minute Onscreen]
Spanish-English Bilingual
Technical Terminology
Typing - General [1 Minute Hardcopy]
Typing - General [1 Minute Onscreen]
Typing - General [3 Minute Hardcopy]
Typing - General [3 Minute Onscreen]
Typing - General [5 Minute Hardcopy]
Typing - General [5 Minute Onscreen]
U.K. Advanced Spelling **NEW!**
U.K. Audio Typing [5 Minutes] **NEW!**
U.K. Basic Computer Terminology **NEW!**
U.K. Basic Office Skills **NEW!**
U.K. Basic Office Skills [No Math] **NEW!**
U.K. Basic Office Skills [No Verbal] **NEW!**
U.K. Basic Reading Comprehension **NEW!**
U.K. Basic Spelling **NEW!**
U.K. Coding **NEW!**
U.K. Computer Literacy **NEW!**
U.K. Data Entry Alpha Numeric [Hardcopy] **NEW!**
U.K. Data Entry Alpha Numeric [Onscreen] **NEW!**
U.K. English as a Second Language
U.K. Internet Basics **NEW!**
U.K. Lotus Notes 5.0 for Users **NEW!**
U.K. Numeric Filing **NEW!**
U.K. Office Grammar and Spelling
U.K. Office Maths Skills **NEW!**
UK Typing - General [1 Minute Hardcopy]
UK Typing - General [1 Minute Onscreen]
Vocabulary
Vocabulary - Homonym Usage

Translation and Writing Samples

Translation Sample - English to French
 Translation Sample - English to Italian
 Translation Sample - English to Spanish
 Translation Sample - French Canadian to English
 Translation Sample - Italian to English
 Translation Sample - Spanish to English

Writing Sample - Advertising/Marketing
 Writing Sample - Collection Letter
 Writing Sample - Customer Service
 Writing Sample - Email
 Writing Sample - Market Research
 Writing Sample - Persuasive

Writing Sample - Sales Correspondence
 Writing Sample - Technical [List Form]
 Writing Sample - Technical [Paragraph Form]
 Writing Sample - Thank You Letter

Accounting Titles

Accounting Terminology - Advanced
 Accounting Terminology - Basic
 Accounts Payable
 Accounts Receivable **NEW VERSION!**
 ACCPAC Pro Series
 ADP - Payroll
 Advanced Accounting
 Bookkeeping - Professional
 Business Income Tax
 Canadian Accounts Payable
 Call Centre 911 Operators
 Call Centre Advanced Spelling [audio]
 Call Centre Basic Spelling [audio]
 Call Centre Collections
 Call Centre Customer Service Scenario [audio]
 Call Centre Customer Service Survey
 Call Centre Data Entry [audio]
 Call Centre Environment [audio]
 Call Centre German-English Bilingual [audio]
NEW!
 Call Centre Inbound Sales Skills

Canadian Accounts Receivable
 Canadian Payroll
 Corporate Tax Accounting
 Cost Accounting
 Fixed Assets
 General Accounting
 General Ledger Knowledge
 Individual Income Tax
 JD Edwards
 MAS 90 - Bookkeeping
 Call Centre Italian-English Bilingual [audio] **NEW!**
 Call Centre Listening Skills [audio]
 Call Centre Outbound Sales Skills
 Call Centre Math
 Call Centre Reference Manual [audio]
 Call Centre Retention [audio]
 Call Centre Spanish-English Bilingual [audio]
 Call Centre Technical Support
 Call Centre Telephone Etiquette
 Call Centre U.S. Cities Spelling [audio]
 Call Centre U.S. Geographic Locations

Call Centre U.S. State Abbreviations [audio]
 Call Centre World Geography
 Call Centre French Canadian-English Bilingual [audio]
 French Canadian Call Centre Customer Service Survey
 French Canadian Call Centre Telephone Etiquette
 Spanish Call Centre Customer Service Survey
 U.K. Call Centre World Geography
 Partnership Tax Accounting
 Payroll Clerk
 Payroll Management
 Peachtree Accounting 2003
 QuickBooks Pro 2000
 QuickBooks Pro 2005
 QuickBooks Pro 2006
 Quicken 2003
 Simply Accounting 2006

Healthcare Titles

Bloodborne Pathogens - Infection Control
 Cultural Diversity **NEW!**
 Dental Assistant
 Dental Hygienist **NEW!**
 Dosage Calculations
 General Pharmaceutical Knowledge
 Healthcare Benefits Knowledge
 Healthcare Industry Terminology
 HIPAA Administration
 HIPAA - Clinical Staff
 JCAHO
 LPN/LVN
 Medical Assistant - Advanced

Medical Assistant - Basic
 Medical Billing - Hospital (UB-92)
 Medical Billing Knowledge
 Medical Claims Processing
 Medical Collections
 Medical Office Personnel Skills
 Medical Receptionists
 Medical Records Coding [CPT]
 Medical Records Coding [ICD -9]
 Medical Records Legal Issues
 Medical Spelling
 Medical Terminal Digit Filing
 Medical Terminology - Abbreviations
 Medical Terminology - Cardiovascular System
 Medical Terminology - Dental
 Medical Terminology - ER
 Medical Terminology - Gastrointestinal
 Medical Terminology - General
 Medical Terminology - Integumentary System

Medical Terminology - Musculoskeletal
 Medical Terminology - Nervous System
 Medical Terminology - Oncology
 Medical Terminology - Ophthalmology
 Medical Terminology - Pediatrics
 Pharmacology
 Medical Terminology - Psychiatry
 Medical Terminology - Reproduction
 Medical Terminology - Respiratory
 Nurse Practitioner
 Nursing Assistant
 Occupational Therapy
 Pharmaceutical Terminology
 Phlebotomy
 Physical Therapy
 Physician Assistant
 Practice Typing Test - Medical [1 Minute
 Hardcopy]
 Practice Typing Test - Medical [1 Minute
 Onscreen]
 Radiologic Technologist
 Registered Nurse (RN)
 Respiratory Therapy

Legal Titles

Basic Litigation Knowledge
Concordance
Corel WordPerfect 9.0 - Normal User
Corel WordPerfect 9.0 - Power User
Corel WordPerfect 9.0 - Whole Test
Court Reporting
EEOC Compliance
Legal Abbreviations
Legal Assistant
Legal Filing Skills
Legal Spelling

Assembly & Matching
AutoCAD 11
AutoCAD 14
AutoCAD 2000
AutoCAD 2004
Basic Arithmetic
AutoCAD 2006
Basic CNC
Basic Electronics
Basic Industrial Math
Basic Industrial Skills **NEW VERSION!**
Basic Injection Molding Skills
Basic Ruler Reading
Basic Warehousing Knowledge
Blueprint Reading
Class "A" Automotive Mechanics
Class "B" Automotive Mechanics
Class "C" Automotive Mechanics
Color Identification
Counting
Electrical Engineering - Electronics & Communication
Electrical Engineering - Power & Control
Electricians
Electronic Schematics
English Ruler Reading
Entry Level Industrial Skills
Finish Carpentry

Legal Staff Skills
Legal Vocabulary
Microsoft Word 2000 - Normal User
Microsoft Word 2000 - Power User
Microsoft Word 2000 - Whole Test
Paralegal Skills
Practice Typing Test - Legal [1 Minute Hardcopy]
Practice Typing Test - Legal [1 Minute Onscreen]
Sexual Harassment
Summation Blaze 5.0

Flooring Skills
Food Production
Forklift Operation
General Maintenance
Hazardous Material Handling
Home Inspection Skills
HVAC
Lathe Operator
Manufacturing Basics
Matching - Alphanumeric
Matching - Digit Numeric
Matching - Images
Matching - Numeric
Math & Reasoning Skills
Mechanical Engineering - Machine & Tool Design
Mechanical Engineering - Thermodynamics Fundamentals
Mechanical Reasoning
Metalworking Skills
Metric Ruler Reading
Micrometer & Calipers
OSHA
Plastic Fabrication Skills
Plumbing Quality
Press Break Operator
Product Packaging Skills
Quality Assurance Inspection

Typing - Legal [1 Minute Hardcopy]
Typing - Legal [1 Minute Onscreen]
Typing - Legal [3 Minute Hardcopy]
Typing - Legal [3 Minute Onscreen]
Typing - Legal [5 Minute Hardcopy]
Typing - Legal [5 Minute Onscreen]
U.K. Typing - Legal [1 Minute Hardcopy] **NEW!**
U.K. Typing - Legal [1 Minute Onscreen] **NEW!**

Resistor Colour Code
Rough Carpentry
Safety in the Workplace
Shipping and Receiving Clerk Skills
Shop Math
Soldering
SolidWorks 2006
Spanish Basic Industrial Math
Spanish Basic Industrial Skills
Spanish Basic Warehouse Knowledge
Spanish Counting
Spanish Entry Level Industrial Skills
Spanish Finish Carpentry **NEW!**
Spanish Forklift Operation
Spanish Math & Reasoning Skills
Spanish Mechanical Reasoning
Spanish Rough Carpentry **NEW!**
Spanish Safety in the Workplace
Spanish Shipping and Receiving Clerk Skills
Tools & Fasteners
Unit Conversion
Weights and Measures [Standard and Metric]
Welding
Wholesale Distribution

Technical Titles

.NET Framework	Clipper	Hardware Troubleshooting
.NET Framework 2.0	COBOL NEW VERSION!	HTML 2.0/3.0
.NET Programming - ASP	COBOL 400	HTML 4.0 NEW!
.NET Programming - C#	COBOL for Year 2000 Programmers	HTML Developers
.NET Programming - C++	COBOL II	HTML Webmaster
.NET Programming - JScript	Cognos Impromptu Knowledge	IBM AIX 5.1 Administrator
.NET Programming - Visual Basic	Cognos PowerPlay	IMS
.NET Programming - Visual J#	Cold Fusion 4	iNet+
A+	Cold Fusion MX 6.1	Informix
ABAP/4 for SAP	Cold Fusion Scripting & Development	Internet Security
Access Basic 2.0	COM/DCOM Development in Delphi	J2EE
ACT! 2000 for Administrators	COM/DCOM Development in Visual Basic	J2SE
ACT! 2000 for Developers	Computer Technician Skills	Java 1.1
Active Directory	COOL: Gen	Java 2
Active Server Pages	CORBA	Java Applets Development
ActiveX	Crystal Reports 11	Java Beans Development
ADABAS DBA	Crystal Reports 7.0	Java Enterprise Development
Adabas Natural	Crystal Reports 8.0	Java Entry Level
ADABAS Programming	Crystal Reports 8.5 for Developers	Java Server Pages
AION Programming	Data Communications Concepts	Java Servlets
ANSI SQL	Data Modeling Concepts	Java Swing
Apache Web Server	Data Warehousing Concepts	JavaScript
AppleTalk	DB2 5.x DBA	JCL
AppleTalk Networks	DB2 Developer	LAN Hardware
AS/400 Operations	DB2 v.8 Mainframe DBA	Linux Administration
Assembler	DB2 v.8 UDB DBA	LoadRunner
Assembler for IBM Mainframes	dBase III Plus	Logical Reasoning - Deduction
Basic Wireless Communications	Delphi 3	Logical Reasoning - Mathematical
Borland C++ Builder	Delphi 5	Lotus Domino 6 for Developers
BroadVision	DHTML	Lotus Notes 4.0 for Developers
BusinessObjects 5 - Designer	DOS 6.x	Lotus Notes 4.5 for Developers
C Programming	Dreamweaver	Lotus Notes 5.0 for Developers
C++ Programming	E-Commerce Concepts: Architecture and Design	Lotus Notes Administration
CGI Concepts	E-Commerce Concepts: Deployment	Macintosh Technician OS 9
CICS/COBOL	EDI (Electronic Data Interchange)	Macintosh Technician OS X
Cisco Networking	Enterprise JavaBeans (EJB)	Macromedia Flash 5
Cisco Router	Ethernet Networking NEW!	Macromedia Flash MX 2004
Citrix for Client Server Applications	FORTRAN 77/90	
Citrix MetaFrame	GroupWise 5.x	
Citrix WinFrame	Gupta/Centura	
Client/Server Fundamentals		
	Microsoft Access 2000 for Developers	Microsoft Windows 2000 Data Center Administration
	Microsoft Access	Microsoft Windows 2000 Professional Installation
	Access 2002 for Developers	Microsoft Windows 2000 Server Administration
	Microsoft Access	Microsoft Windows 2000 Server Installation
	2003 for Developers Microsoft Exchange Server	Microsoft Windows 2000 Server Installation
	2000 Administration Microsoft Exchange Server	Microsoft Windows 2000 Server Installation Procedures
	2003 Administration Microsoft Exchange Server	
	5.5	
	Microsoft Foundation Class	
	Microsoft Internet Information Server (IIS) 4.0	
	Microsoft Office 2000 Help Desk	
	Microsoft Office 2003 Help Desk	
	Microsoft Office 4.2 Help Desk	
	Microsoft Office 95 Help Desk	
	Microsoft Office 97 Help Desk	
	Microsoft Office XP Help Desk	
	Microsoft Site Server 3.0	
	Microsoft Transaction Server	
	Microsoft Visio 2002	

Technical Titles

Microsoft Access 2000 for Developers
 Microsoft Access 2002 for Developers
 Microsoft Access 2003 for Developers
 Microsoft Exchange Server 2000 Administration
 Microsoft Exchange Server 2003 Administration
 Microsoft Exchange Server 5.5
 Microsoft Foundation Class
 Microsoft Internet Information Server (IIS) 4.0
 Microsoft Office 2000 Help Desk
 Microsoft Office 2003 Help Desk
 Microsoft Office 4.2 Help Desk
 Microsoft Office 95 Help Desk
 Microsoft Office 97 Help Desk
 Microsoft Office XP Help Desk
 Microsoft Site Server 3.0
 Microsoft Transaction Server
 Microsoft Visio 2002
 Microsoft Windows 2000 Data Center Administration
 Microsoft Windows 2000 Professional Installation
 Microsoft Windows 2000 Server Administration
 Microsoft Windows 2000 Server Installation
 Microsoft Windows 2000 Server Installation Procedures
 Microsoft Windows 2003 Server Administration
 Microsoft Windows 2003 Server Installation Procedures
 Microsoft Windows 2000 Technical Skills
 Microsoft Windows 2000 Troubleshooting
 Microsoft Windows 3.1 Troubleshooting
 Microsoft Windows 95 Technical Skills
 Microsoft Windows 95 Troubleshooting
 Microsoft Windows 98 Technical Skills
 Microsoft Windows 98 Troubleshooting
 Microsoft Windows NT 4.0 Server Administration
 Microsoft Windows NT 4.0 Server Installation
 Microsoft Windows NT 4.0 Troubleshooting
 Microsoft Windows NT 4.0 Workstation Installation
 Microsoft Windows Programming
 Microsoft Windows XP Technical Skills
 Microsoft Windows XP Troubleshooting
 MVS
 Netscape Webserver
 Network Administration
 Network Security
 Novell Directory Services (NDS)
 Novell NetWare 3.12
 Novell NetWare 4.x
 Novell NetWare 5.x
 Object Oriented Programming (OOP)
 Object PAL 5.0
 Oracle 10g DBA
 OLAP Concepts
 Oracle 10g for Developers
 Oracle 7.3 DBA
 Oracle 7.3 Developer
 Oracle 8 DBA
 Oracle 8 Developer
 Oracle 8.i
 Oracle 9i DBA
 Oracle 9i for Developers
 Oracle Applications DBA
 Oracle Designer 2000
 Oracle Developer 2000
 Oracle Financials 11
 OS/2 for Administrators
 OS/2 for Users
 Paradox Application Language 4.0
 Pascal
 PeopleSoft
 PeopleSoft 7 DBA
 PeopleSoft 7 Developer
 PeopleSoft 8 DBA
 PeopleSoft 8 Developer
 Perl 5
 PHP
 PHP 4
 PHP 5
 PHP Scripting
 PL/SQL
 PowerBuilder 4.0
 PowerBuilder 5.0
 PowerBuilder 6.0
 PowerBuilder 8.0
 PowerBuilder 10
 Pro/ENGINEER
 Project Management for IT Professionals
 Rational Rose
 Relational Database Design (RDBMS)
 RPG III
 RPG IV (RPG LE)
 SAP Database
 SAS 6 - IT Professional
 SAS 8.2
 SCO Unix for Administrators
 SCO Unix for Users
 Siebel 7
 Smalltalk
 Solaris Administrator
 SPSS
 SQA Robot
 SQL Entry Level
 SQL for Client-Server Applications
 SQL for Desktop Applications
 SQL Server 2000 DBA
 SQL Server 2000 for Developers
 SQL Server 2005 for Developers
 SQL Server 6.5
 SQL Server 6.5 Developer
 SQL Server 7.0 DBA
 SQL Server 7.0 Developer
 Sybase 11
 Sybase 12
 Sybase DBA
 Sybase Developer
 Systems Management Server 2 (SMS)
 TCP/IP
 Technical Support - IT/Network
 Technical Support Processes
 Telecommunications
 TestDirector 8
 Transact SQL
 U.K. Lotus Notes 5.0 for Developers
NEW!
 UMLUNIX Administrator
 UNIX Programming
 UNIX Users
 VBScript
 Visual Basic 4.0
 Visual Basic 5.0
 Visual Basic 6.0
 Visual Basic 6.0 for Applications (VBA)
 Visual C++ 4.0
 Visual C++ 6.0
 Visual FoxPro 3.0
 Visual FoxPro 6.0
 Visual FoxPro 8.0
 Visual InterDev 6.0
 Visual J++ 1.1
 Visual J++ 6
 VSE/DOS
 WAN Architecture
 Web Commerce Security
 Web Design Mastery
 WebLogic Portal 7.0
 WebLogic Server 7.0
 WebSphere 4.0
 WebSphere MQ V5
 WinRunner 6.02
 WinRunner 7.6
 XML
 X-Window Systems

Code Samples

Code Sample - ASP - File Operations
 Code Sample - ASP.NET - Date/Time Operations
 Code Sample - C Sharp - Date/Time Operations
 Code Sample - C Sharp - File Operations
 Code Sample - Java - Date/Time Operations
 Code Sample - Java - File Operations
 Code Sample - Java Script - Date/Time Operations
 Code Sample - Java Script - File Operations
 Code Sample - VB Script - Date/Time Operations
 Code Sample - VB.NET - Date/Time Operations
 Code Sample - Visual Basic - Date/Time Operations
 Code Sample - Visual Basic - File Operations

All of the tests are delivered and completed online and other than you making your selection of tests

For your chosen candidates we will take care of all of the rest. The majority of the tests take between 15 and 40 minutes and are multiple choice based. The tests have proven test validity and were developed by subject-matter experts to ensure content validity. For details of our test validation please contact us on the number below or email info@aaronwallis.co.uk

Many of the tests contains questions for basic, intermediate and advance skill levels and questions are randomised. The resulting reports then score the candidates overall and breaks down their answers by the different levels.

The results for the candidates can be viewed individually or in a group report comparing test score

rankings and percentages. The results are compared against the global average and each individual is graded with a percentile ranking. The results also detail the time taken to complete the

test, the amount of questions answered and the amount answered correctly. Each test result also

details a report on what the test was designed for and the subjects contained within the test.

And don't worry; Aaron Wallis staff are available to consult with you regarding the results!

To ensure fairness and as a benchmarking exercise we are also more than happy to include your own staff in the testing as part of your process to ensure that your recruitment process is fair.

The skills tests are also available in a variety of languages including Spanish, German, French and Italian.

In addition our test provider offers free, live phone support to all candidates.

Tests are included free of charge as a fundamental inclusion of Aaron Wallis' Recruitment Services.

For a quotation, further information or to place a vacancy

(skills tests included as standard with Aaron Wallis' Recruitment Services)

call Aaron Wallis on 01908 764280