



## Quick List Reference for Sales Positions

Sales is the life blood of any organization. Investing in a sales person who does not produce can be very costly. Additionally, it is often difficult to train a person to sell if they don't have the right stuff up front. Assessments can help you evaluate your sales candidates to determine whether they are likely to be successful in your unique environment. The results for you are higher overall sales.

The following lists highlight the specific assessment products available. For additional information on each type of assessment, please refer to the respective section for that assessment type.



### Pre-Hire Personality Assessments

Pre-hire Personality Profile for First-Line Supervisor  
Pre-hire Personality Profile for First-Line Supervisor (Spanish)  
Pre-hire Personality Profile for Outbound Call Center  
Pre-hire Personality Profile for Outbound Call Center (Spanish)  
Pre-hire Personality Profile for Professional Sales

Pre-hire Personality Screen For Outbound Call Center  
Pre-hire Personality Screen For Outbound Call Center (Spanish)  
Pre-hire Personality Screen For Professional Sales  
Pre-hire Productivity Index For Outbound Call Center  
Pre-hire Productivity Index For Outbound Call Center (Spanish)  
Pre-hire Productivity Index For Professional Sales

### Employment History (Biodata) Assessments

Employment History Survey For Hourly Workers  
Employment History Survey For Hourly Workers (Spanish)  
Employment History Survey For Professionals

### Coaching & Leadership Personality Assessments

Career Interest Inventory  
Career Interest Inventory (French)  
Career Interest Inventory (Portuguese)

Career Interest Inventory (Spanish)  
Career Interest Inventory (Swedish)  
Career Interest Inventory For Recruiters  
Career Interest Inventory For Sales Managers

### Computer Software Simulation Assessments

MS Excel 2000 Fundamentals Simulation  
MS Excel 2002 Fundamentals Simulation  
MS Excel 2003 Fundamentals Simulation  
MS Outlook 2002 Fundamentals Simulation  
MS PowerPoint 2000 Fundamentals Simulation  
MS PowerPoint 2002 Fundamentals Simulation

MS PowerPoint 2003 Fundamentals Simulation  
MS Windows 2000 Fundamentals Simulation  
MS Windows XP Fundamentals Simulation  
MS Word 2000 Fundamentals Simulation  
MS Word 2002 Fundamentals Simulation  
MS Word 2003 Fundamentals Simulation

### Knowledge, Skills, and Abilities Assessments

Act! 4.0	MS Office 2002 Fundamentals	MS Word Pro 9.0 Essentials Simulation
Adobe Illustrator CS	MS Office 2003 Fundamentals	MS Word Pro 9.0 Simulation
Adobe PageMaker 6.5	MS Outlook 2000 Essentials Simulation	Market Research
Adobe Photoshop 5.5	MS Outlook 2000 Fundamentals	Marketing Concepts
Adobe Photoshop 6.0	MS Outlook 2000 Simulation	Marketing Strategy
Adobe Photoshop 7.0	MS Outlook 2002 Fundamentals	Math Fundamentals
Advertising Industry Knowledge	MS Outlook 2002 Simulation	Math Fundamentals (Metric)
Business Concepts (U.S.)	MS PowerPoint 2000	Negotiation Strategy
Business Ethics Awareness (U.S.)	MS PowerPoint 2000 Fundamentals	Outbound Sales Skills
Business Math	MS PowerPoint 2002	Peachtree 7.0
Business Writing	MS PowerPoint 2002 Fundamentals	Presentation Skills
Coaching	MS Powerpoint 2000 Essentials Simulation	Problem Solving - Qualitative
Cognitive Ability Measure	MS Powerpoint 2000 Simulation	Problem Solving - Qualitative (Metric)
Computer Fundamentals (Mac OS 8.6)	MS Powerpoint 2002 Essentials Simulation	Problem Solving - Quantitative
Computer Fundamentals (Mac OS X)	MS Powerpoint 2002 Simulation	Problem Solving - Quantitative (Metric)
Computer Fundamentals (Win 2000)	MS Powerpoint 2003	Public Relations Industry Knowledge (U.S.)
Computer Fundamentals (Win 95/98)	MS Powerpoint 2003 Fundamentals	Retail Industry Knowledge (U.S.)
Computer Fundamentals (Win XP)	MS Powerpoint 97 Essentials Simulation	Sales Concepts (U.S.)
Customer Assistance	MS Powerpoint 97 Simulation	Sales Concepts - Federal (U.S.)
Data Entry Alphanumeric	MS Windows 2000 Simulation	Sexual Harassment Awareness (U.S.)
English Listening Comprehension (U.S.)	MS Windows 2000 Spanish Simulation	Solomon IV
English Vocabulary	MS Windows 98 Simulation	Solution Selling
English Writing Exercise	MS Windows XP Essentials Simulation	Spoken English Test
Interpersonal Communications	MS Windows XP Simulation	Spoken Spanish Test
Listening Skills	MS Word 2000	Telephone Etiquette
MS Excel 2000	MS Word 2000	Time Management (U.S.)
MS Excel 2000 Fundamentals (Interactive)	MS Word 2000 Essentials	Word Processing Fundamentals
MS Excel 2002	MS Word 2002 Simulation	WordPerfect 8.0 Essentials Simulation
MS Excel 2003	MS Word 2003 Essentials Simulation	WordPerfect 8.0 Simulation
MS Excel 97 Essentials Simulation	MS Word 2003 Simulation	WordPerfect 9.0 Essentials Simulation
MS Excel 97 Simulation	MS Word 97	WordPerfect 9.0 Simulation
MS Internet Explorer 6.0 Fundamentals	MS Word 97 Essentials Simulation	Workplace Fundamentals (U.S.)
		Written English

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