



GENESYS BULLETIN #1

Greetings!

Over the coming months we will be updating all our valued clients on changes and enhancements to the GeneSys assessment system to help you maximise your investment in this leading edge solution. To ensure breadth of information-sharing, we would appreciate if you could forward this bulletin to all full and administrator-accredited GeneSys users in your organisation.

This first bulletin focuses on two significant and substantial developments: **GeneSys Profiler** and **GeneSys Online**. Subsequent editions will bring you information on new tests/questionnaires in GeneSys, strategic use of the GeneSys system and more. If there are any other topics which you would like to know more about, please contact Jeff Wigney or Sue Mounsey on (03) 9532 7677.

UPDATE VERSION 3.5

By now you should have received information about the free update to GeneSys version 3.5. The new software edition includes changes to the Remote Questionnaire Administrator (RQA), process of updating credits as well as behind the scenes programming enhancements to alleviate any technical errors.

GENESYS PROFILER

Once you have installed version 3.5, you will be able to access the recently released GeneSys Profiler by downloading it from the international GeneSys website (www.genesys3.com). (Note: Many organisations will need IT assistance to do this due to system security in place). The Profile button on the main GeneSys screen should then become active. The principal function of Profiler is to facilitate construction of job/person profiles and perform comparisons between profiles.

Developing Profiles

There are many different ways in which you can develop ideal profiles in Profiler. One method is to use the updated profiling questionnaires linked to the OPP and 15FQ/15FQ+ which some users may remember from version 2. These questionnaires enable you to get line managers, incumbents or other job 'experts' who are not GeneSys-accredited, involved in the development of an ideal person profile for a position. Another way is to average the profiles of a group of top performers.



Barrett Consulting Group Pty Ltd

Linking People Performance To Business Performance

Level 1, 782 Glenhuntly Road Caulfield South VIC 3162
Ph. +61 3 9532 7677 Fax. +61 3 9532 7677
www.barrett.com.au contact@barrett.com.au

Profile Comparisons

Profiler works in unison with your existing respondent database to facilitate five possible types of comparisons:

- **Ideal - Respondent** - an individual's profile compared to an ideal job profile (i.e. respondent gap analysis).
- **Ideal - Ideal** - comparing the ideal profiles for two different roles (e.g. for competency gap analysis).
- **Respondent - Respondent** - comparing the profiles of two individuals (e.g. for team/management compatibility).
- **Ideal - Group** - comparing the individual profiles of a group of respondents simultaneously to an ideal job profile (e.g. for shortlisting).
- **Respondent - Ideal list** - one individual's profile compared to multiple ideal job profiles simultaneously (e.g. for career guidance).

Using Other Selection / HRM Data in Profiler

GeneSys Profiler is a highly flexible and adaptive tool. One of its advanced features is the capacity to include non-GeneSys data in the development of profiles. For example, you may want to include interview ratings, demographic characteristics or performance data in an ideal profile. So long as the data is in numerical format, it can be incorporated to facilitate profiles based on a set of key competencies/criteria or on all aspects of an assessment process.

Profiler Reports

Profiler generates a range of statistical, graphical and narrative reports which include questions for probing differences between profiles. All reports include a 'profile similarity coefficient' i.e. a correlation coefficient ranging from 0 to +/-1 indicating statistically the degree of similarity between two profiles.

Our 1-day GeneSys 'Extension' workshop on Monday 24th November focuses principally on GeneSys Profiler and shows you how to perform all the above functions and more. If you would like further information, please contact Jeff Wigney or Sue Mounsey at BCG.

GENESYS ONLINE

The second major development regarding GeneSys is that the full suite of tests and questionnaires are now available for administration via the Internet. This facility is only available to current GeneSys client organisations at present.



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Maintaining Best Practice in Test Administration

In making administration possible online, Psytech and its GeneSys distributors have sought to do so in a way that aims to maintain best practice in test administration. As you know, the validity of respondents' assessment results and the integrity of tools are at significant risk when test administration is unsupervised or deviates from standardised procedures. Consequently, GeneSys online is available in two modes:

Supervised - Administrators log in to the website and choose the required tests or test battery just prior to the candidate's arrival (the same as occurs in using the Remote Questionnaire Administrator). All GeneSys tests and questionnaires are available through this mode. Any testing conducted for the purposes of recruitment/selection or involving any timed tests must be undertaken in this mode. To conduct 'supervised' testing online, enter via the 'Login' button.

Unsupervised - Accredited users or administrators send an e-mail invitation to respondents to go to the website and complete the required assessment/s. This is suitable for testing for development, career guidance or similar purposes. Instruments available for administration through this mode are 15FQ+ Form C (short form), Jung Type Indicator (JTI) and Occupational Interest Profile (OIP). To set up an 'unsupervised' assessment session, enter the website via the 'Data Login' button.

In either mode, respondent data files are automatically sent to the accredited administrator's email account. From there, they can be detached and imported into your organisation's main GeneSys system for scoring and reporting.

Access to GeneSys Online

To utilise GeneSys online, full and administrator-accredited GeneSys users need to request a username and password. If you are already accredited, please telephone 1800 500 849 to request a username. You should allow at least 24 hours for this to be provided. If you have a requirement to assess respondents for recruitment and/or using timed tests in a location where there is no accredited test administrator or user, ***we can assist via an online learning module***. Please contact BCG for further information.

The GeneSys online website is located at www.gs3online.com. The site includes an online tutorial. Please note that the Internet browser must be Microsoft Internet Explorer version 5.0 or above to conduct GeneSys testing online.

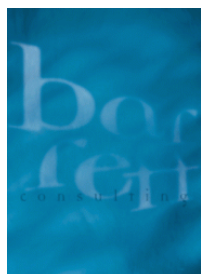
Our 1-day GeneSys 'Extension' workshop on Monday 24th November shows you how to use GeneSys Online. If you would like further information, please contact Jeff or Sue M at BCG.

Myth 7: Putting a test on the Internet is difficult and that is why few people offer it.

Reality: Putting a test up on the Internet is easy. Publishers restrict its use for ethical and reliability reasons.

To read more about the myths and realities of psychometric testing, go to

<http://www.psytech.co.uk/myths.htm>



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