# ONLINE ASSESSMENTS FACT SHEET

# 1. ABOUT

These assessments are used as part of our recruitment and selection process to assist in identifying the best candidate for the role.

You will complete at minimum two assessments each requiring approximately 8 minutes to complete.

In some instances you may be required to complete additional tests.

Use the links below to find more information about each assessment, including video examples.

<u>Deductive-logical Thinking</u> <u>Inductive-logical Thinking</u>

# 2. HOW TO PREPARE



## Understand the assessment

√ You can watch videos that explain how the assessments work in order to help you prepare for the tests here:

#### https://assessment.aon.com/en-us/prepare-your-assessment

 $\sqrt{}$  Get a feel for the platform and the layout of the assessments so you know what to expect.



# **Choose your space**

- √ Unfortunately, if you don't complete your tests in the time frame specified your application will be unable to be progressed.
- √ Choose a day and time which works well with your weekly schedule and a quiet environment where you can complete the assessments without interruption or distraction.
- $\checkmark$  To allow sufficient time to complete the assessments please refer to your invitation email.
- $\sqrt{}$  You could use your home office or ask your local library if they have a study room you can book.



## **Check your connection**

- √ Before you start, make sure you have a reliable internet connection, which will not drop out unexpectedly, so the assessment can run smoothly.
- √ All assessments play at the same speed on all computers. They are not dependent on the speed of your internet connection.
- √ Allow or enable pop-ups in your browser the assessment will open in a new window once you have signed in.



# Get in touch

- √ If you have any technical difficulties, please contact **supporthub.au@cut-e.com**. Outline the problems you are having and we will get back to you as soon as we can.
- √ If you identify as a person with a disability, or neurologically diverse, please contact **hrandsafety@griffith.edu.au** who can help with set up of the assessment tools to meet your needs.

# 3. COMPLETE THE ONLINE ASSESSMENTS



#### Access

- 1. Click on the link below when you are ready to begin your first assessment, or copy and paste the address into your web browser: https://aon.maptq.com
- 2. Enter your login ID that is provided in your invitation email.
- 3. When you have logged in, you should see your task list.
- 4. Begin the assessments when you are ready.
  - a. Remember once you click on the assessments to begin you must complete them.
  - b. Each assessment will begin with an example scenario and guidance regarding navigating through the assessment.
- 5. Once completed you can review a report of your results.



#### The legal bit

- Please complete the assessments yourself, without external assistance.
- By clicking on the link to the assessments, you agree to participate in the assessment
  process honestly and fairly. Misrepresenting yourself or your skills could result in disqualification from
  our application process.
- · You may be retested under supervised conditions at a later stage.



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