



## Introduction

The Attitudes Assessment contains 140 questions that can be completed in approximately 15 minutes or less. The information produced by this assessment is often used as an inexpensive way to determine whether or not the participant's self-admitted attitudes and work-related behaviors are likely to create concerns in the work place.

Participant results from this assessment are presented in 3 individual reports:

**1) Attitudes Interpretive Report** - shows the individual scales measured by this assessment along with interpretive information for each scale.

**2) Attitudes Graphic Report** - provides a one-page quick look at the participant's scores and the respective level of concern for each scale.

**3) Attitudes Behavioral Interview Question Report** - contains "follow-up" behavioral interview questions (except for the Good Impression scale) produced from the assessment items in which the participant has admitted to counter-productive behaviors or attitudes. These behavioral interview questions can be used in follow-up interviews.

You may choose to view and print any 1 or all 3 reports for each participant depending on your company's policies and procedures.

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Date: Sep 24, 2005

Name:  
ID: 104576

## Attitudes Full

### Participant's Good Impressions Score is **9**

#### ***Understanding Good Impression Scale***

The Good Impression (GI) Scale measures an applicant's tendency to underreport counter-productive behaviors on the survey. Low scorers are open about acknowledging their normal faults and imperfections. High scorers deny normal shortcomings and exaggerate personal virtues, suggesting that their scores on the other scales may be artificially depressed (underreported) by their efforts to make a good impression. Scores on this scale are to be used to determine the degree of confidence that should be placed in the remainder of the report.

- **Scores of 15 and below** on the Good Impression Scale suggest that the applicant's were forthright and free from distortion and defensiveness. Applicants with GI scores in this range provide confidence that their scores are not artificially depressed or underreported.
- **Scores of 16 to 17** on the Good Impression Scale suggest that the applicant's answers may be somewhat distorted by defensiveness and a desire to give a "good impression." The applicant should be considered to have underreported, to some degree, troublesome behavior. Scores in the 15-16 range should never be used to disqualify a candidate from consideration. Because most applicants want the jobs for which they apply, conscious or unconscious efforts to create a "good impression" may be present. It is the responsibility of each administrator to determine how much risk or distortion can be tolerated before declaring the report invalid.
- **Scores of 18 and above** on the Good Impression Scale suggest that the applicant's answers significantly underrepresent his or her potential for disruptive behavior in the workplace. There is little likelihood that any confidence can be placed in the accuracy of the applicant's reported scores. The report is not to be considered valid with GI scores in this range.

**Participant's Hostility Score is 12****Concerns About Hostility**

Low scorers handle their feelings well and are unlikely to be disruptive. High scorers can be aggressive, hostile, disruptive, and have poor control of their anger.

- **Scores of 7 and below** on the Hostility Scale indicate that the applicant's responses give **little or no concern** that the applicant will exhibit aggressive behavior towards others on the job. The score suggests that the applicant handles hostile feelings well, keeps a level head, and is unlikely to be disruptive at work through anger or aggression.
  - **Scores of 8 to 13** on the Hostility Scale indicate that the applicant's responses raise **concerns** about the handling of anger and hostility. The applicant may be less than completely in control of anger and hostility at work. Areas of potential concern should be further explored using the behavioral interview question(s).
  - **Scores of 14 and above** on the Hostility Scale indicate that the applicant's responses raise **serious concerns** about the handling of anger and hostility. The applicant is likely to be hostile, be ready to anger, have poor self-control, and be disruptive at work.
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**Participant's Conscientiousness Score is 14****Concerns About Conscientiousness**

Low scorers are dependable, conscientious, and reliable. High scorers can be undependable, careless, lazy, and disorganized.

- **Scores of 5 and below** on the Conscientiousness Scale indicate that the applicant's responses give **little or no concern** in the area of dependability. The score suggests that the applicant will be conscientious, dependable, reliable, and organized at work.
  - **Scores of 6 to 8** on the Conscientiousness Scale indicate that the applicant's responses raise **concerns** about dependability. The applicant may be less than completely reliable, dependable, conscientious, or organized at work. Areas of potential concern should be further explored using the behavioral interview question(s).
  - **Scores of 9 and above** on the Conscientiousness Scale indicate that the applicant's responses raise **serious concerns** about dependability. The applicant is likely to be unreliable, undependable, lacking in conscientiousness, and/or disorganized at work.
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**Participant's Integrity Score is 13****Concerns About Integrity**

Low scorers have no problem with workplace dishonesty. High scorers have the potential for dishonest behavior in the workplace.

- **Scores of 6 and below** on the Integrity Scale indicate that the applicant's responses raise **little or no concern** about dishonesty. The score suggests that the applicant is likely to be honest at work and is unlikely to cause problems at work in this area.
- **Scores of 7 to 10** on the Integrity Scale indicate that the applicant's responses raise **concerns** about the possibility of dishonesty in the workplace. The applicant might steal from an employer and may be too willing to condone such behavior by others at work. Areas of potential concern should be further explored using the behavioral interview question(s).
- **Scores of 11 and above** on the Integrity Scale indicate that the applicant's responses raise **serious concerns** about the potential for dishonesty at work. These concerns are especially important in a work situation that presents opportunities for employee theft. The applicant is likely to be dishonest and condone dishonesty by others.

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Participant's **Substance Abuse** Score is **5**

#### **Concerns About Substance Abuse**

Low scorers have no problems with alcohol and/or illegal drugs. High scorers report substantial use of alcohol and/or illegal drugs and may be disruptive.

- **Scores of 5 and below** on the Substance Abuse Scale indicate that the applicant's responses give **little or no concern** in the area of substance abuse. The score suggests that the applicant is unlikely to use alcohol or illegal drugs in the workplace and is unlikely to be disruptive at work because of substance abuse.
- **Scores of 6 to 11** on the Substance Abuse Scale indicate that the applicant's responses raise **concerns** about the use of alcohol and illegal drugs in the workplace. The applicant might be a user of illegal drugs or alcohol at work and may be too willing to tolerate their use by others. Areas of potential concern should be further explored using the behavioral interview question(s).
- **Scores of 12 and above** on the Substance Abuse Scale indicate that the applicant's responses raise **serious concerns** about his or her use of illegal drugs and alcohol at work. The applicant is likely to abuse illegal drugs and alcohol at work and condone their use by others.

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Participant's **Sexual Harassment** Score is **8**

#### **Concerns About Sexual Harassment**

Low scorers treat others in their workplace, especially members of the opposite sex, with respect and courtesy. High scores can cause problems by inappropriate remarks, jokes, by offensive behaviors and the like.

- **Scores of 10 and below** on the Sexual Harassment Scale indicate that the applicant's responses give **little or no concern** in the area of sexual harassment. The score suggests that the applicant is unlikely to sexually harass co-workers, either physically or verbally, and is unlikely to cause work problems in this area.
- **Scores of 11 to 16** on the Sexual Harassment Scale indicate that the applicant's responses raise **concerns** about the likelihood of engaging in sexual harassment in the workplace. The applicant does not have a well-developed sense of what is appropriate in dealing with co-workers of the opposite sex, is likely to engage in behaviors that are seen by others as sexual harassment, including inappropriate remarks, the telling of sexually-oriented jokes, and more clear-cut sexually provocative acts.. Areas of potential concern should be further explored using the behavioral interview question(s).
- **Scores of 17 and above** on the Sexual Harassment Scale indicate that the applicant's responses raise **serious concerns** about the potential for engaging in sexual harassment that will be disruptive in the workplace. The applicant is likely to be seen by others, particularly those of the opposite sex, as often engaging in sexual harassment of a serious nature.

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Participant's **Computer Misuse** Score is **15**

#### **Concerns About Computer Misuse**

Low scorers use their workplace computers only for work-related uses. High scorers use their computers in ways that are unrelated to their work activities or are disruptive to their work.

- **Scores of 5 and below** on the Computer Misuse Scale indicate that the applicant's responses give **little or no concern** in the area of computer abuse. The score suggests that the applicant is unlikely to misuse the computer at work and is unlikely to cause work problems in this area.
- **Scores of 6 to 12** on the Computer Misuse Scale indicate that the applicant's responses raise **concerns** about the likelihood of misusing the computer in the workplace. The applicant might use the computer in an inappropriate or disruptive fashion and may be willing to condone such behavior by others at work. Areas of potential concern should be further explored using the behavioral interview question(s).
- **Scores of 13 and above** on the Computer Misuse Scale indicate that the applicant's responses raise **serious**

**concerns** about the potential for using the workplace computer in a disruptive or inappropriate manner. If the applicant has access to computers in the workplace, the applicant is likely to misuse the computer and condone misuse by others.

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**Note: This report represents only a small part of the factors that can be helpful in determining job performance. It is not designed to specifically recommend or not recommend any individual for employment and the ultimate employment decision rests with the Employer.**

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Date: Sep 24, 2005



Name: Pat Sample  
ID: 104576

### Attitudes Graph

This report is a quick graphic view of the participant's scores and levels of concern for each scale.

**Color Key**

<p><b>Low Concerns</b> Not likely to engage in counter-productive behavior.</p>	<p><b>Some Concern</b> May engage in counter-productive behavior.</p>	<p><b>Serious Concern</b> Likely to engage in counter-productive behavior.</p>
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Score	Good Impression	Hostility	Conscientiousness	Integrity	Substance Abuse	Sexual Harassment	Computer Misuse	Score
20								20
19								19
18								18
17								17
16								16
15							X	15
14			X					14
13				X				13
12		X						12
11								11
10								10
9	X							9
8						X		8
7								7
6								6
5					X			5
4								4
3								3
2								2
1								1
0								0
Score	Good Impression	Hostility	Conscientiousness	Integrity	Substance Abuse	Sexual Harassment	Computer Misuse	Score

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Date: Sep 24, 2005



Name: Pat Sample  
ID: 104576

## Attitudes Interview Questions

The following behavioral interview questions are produced based on responses from the applicant on the Attitudes Assessment. A behavioral interview question will be produced only for those areas in which the applicant has a self-admitted counter-productive behavior. You may ask any or all of the following questions depending on your company's policy. Extra space has been provided for you to record responses during the interview.

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### Hostility Scale

**Assessment Question:** *People worry too much about how we express ourselves.*

**Interview Question(s):** Do you think that people are too sensitive about things? Can you give a couple of examples from your job when that seemed to be true?

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**Assessment Question:** *I have never hit anybody in anger.*

**Interview Question(s):** How often have you just had to hit somebody because you were angry? Tell me about the last time this happened.

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**Assessment Question:** *I have a hot temper.*

**Interview Question(s):** Tell me about a time when you really lost your temper. How did it all play out?

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**Assessment Question:** *I tell people off when I'm angry with them.*

**Interview Question(s):** Give me an example of when you told someone off at work because you were angry. How often does this happen? What are the usual consequences of this for you?

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**Assessment Question:** *It is OK to get revenge if someone harms you.*

**Interview Question(s):** Tell me about a time when you tried to get revenge on someone whom you thought had harmed you? How often does that happen? What usually happens as a result of what you do?

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**Assessment Question:** *Most of the time I feel angry inside.*

**Interview Question(s):** Tell me some more about your angry feelings. Do you have any idea where they come from? How do you express these feelings when they boil over? Does feeling this way bother you?

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**Assessment Question:** *I have recently had a fight with one or more co-workers.*

**Interview Question(s):** Tell me about the last time you got into a fight with one or more of your co-workers? How did it work out? How often does this happen? Does this concern you?

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**Assessment Question:** *There's no real harm in cursing at work.*

**Interview Question(s):** Do you find yourself using curse words at work. How do others react? Does it ever cause problems?

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**Assessment Question:** *Sometimes a fight is needed to clear the air.*

**Interview Question(s):** How often do fights happen at work? How often have you been involved in these fights? How do they usually turn out?

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**Assessment Question:** *My anger frightens other people.*

**Interview Question(s):** Tell me about how you get angry. How do you handle your anger? To what degree do others avoid you because of your anger? What else should I know about this?

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**Assessment Question:** *I have to admit there are people that I would enjoy hitting.*

**Interview Question(s):** Tell me about the people who make you angry. Are there people at work whom you would include? How close have you been to losing your temper in these situations? Have you ever just lost it and actually hit someone?

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**Assessment Question:** *Not being able to control your temper is a sign of weakness.*

**Interview Question(s):** How often do you lose your temper at work? Does this cause you any problems? Do you think that it's important to try to control your temper?

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### **Conscientiousness Scale**

**Question:** *I am usually satisfied with work that is "good enough."*

**Interview Question(s):** How important to you is it to do good work? Is that different from your co-workers?

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**Question:** *I set milestones to measure my work.*

**Interview Question(s):** How do you pace yourself in getting your work done? How well does that work for you?

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**Question:** *Having a clean desk or workspace is not important to me.*

**Interview Question(s):** Tell me about how you keep your workspace clean and organized? Are there times when you find it difficult to find things in your workspace?

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**Question:** *I am very responsible about my work.*

**Interview Question(s):** I'm interested in learning more about how you feel about your job. How important is your job to you? What things matter more?

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**Question:** *Other people at work know that my work usually has few, if any, errors.*

**Interview Question(s):** How often have you found that your work does have errors? How do this make you feel?

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**Question:** *If a co-worker stole something at work I would always report him or her.*

**Interview Question(s):** Who is responsible for monitoring theft on the job? Tell me about the last time a co-worker was involved in on-the-job theft. Were you involved? Were you tempted to turn them in?

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**Question:** *Putting off your work until the last minute is nearly always a bad idea.*

**Interview Question(s):** How do you go about pacing your job? How important are deadlines to you on the job? What happens if you miss a deadline?

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**Question:** *I carefully check my work to avoid errors.*

**Interview Question(s):** How careful are you with your work? How much re-work are you expected to do? Are you more or less careful than your co-workers? Has the quality of your work ever been an issue between you and your boss?

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**Question:** *It's hard to keep motivated when the boss is not around.*

**Interview Question(s):** How often do you find yourself without much motivation for work? What do you do to keep yourself going?

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**Question:** *At work, others think I am a perfectionist.*

**Interview Question(s):** How high are your standards for getting a job done? What happens when your work sometimes just isn't up to standard?

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**Question:** *Asking too many questions at work makes you look dumb.*

**Interview Question(s):** If you do not understand something about your work, how would you go about getting the necessary information? How important is this to you?

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**Question:** *People often find it hard to get much satisfaction from their job.*

**Interview Question(s):** How much satisfaction do you get from your job? What do you do to try to find satisfaction in

your job? How widely shared is this view of work among your co-workers?

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**Question:** *It is not necessary to do more than enough work to get by.*

**Interview Question(s):** Tell me about your standards on the job, for getting your work done.

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**Question:** *Work gets me pretty discouraged sometimes.*

**Interview Question(s):** It's often hard to be upbeat about your job. How often has this been true for you? How do you handle this? What are the consequences?

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### **Integrity Scale**

**Question:** *Most people lie a little on employment applications.*

**Interview Question(s):** Would you give me an example of when you exaggerated or lied a bit on a job application? Has this ever happened again?

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**Question:** *Sometimes I tell my boss what he or she wants to hear rather than the truth.*

**Interview Question(s):** Give me an example of when you told your boss what he or she wanted to hear rather than the truth. How often does this happen? Did you ever get caught by your boss by not telling the truth? What happened then?

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**Question:** *At work, most people falsify receipts to get more money than they deserve from the company.*

**Interview Question(s):** Tell me about a time when you have falsified a receipt to get more money than you deserved from your company. How often does that occur? Have you ever been caught by the company? What happened then?

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**Question:** *I have lied in filling out an application for employment.*

**Interview Question(s):** Tell me about the last time you lied in filling out a job application. How often have you done

this? Have you ever been found out? What happened then?

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**Question:** *Given how people are treated at work, they have to help each other beat the system.*

**Interview Question(s):** How have you helped a co-worker “beat the system?” How often have you done something like that? How does doing this make you feel? Are there any negative outcomes from doing this?

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**Question:** *I have exaggerated my previous work experience in order to get a good job.*

**Interview Question(s):** Tell me about the most recent time when you exaggerated your prior experience in order to get a job you really wanted? How did it turn out? How often have you done this?

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**Question:** *Sometime you have to lie a little to protect yourself.*

**Interview Question(s):** Give me an example of when you’ve had to lie a bit to protect yourself at work.

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**Question:** *I have bought an item when I knew that it had been stolen.*

**Interview Question(s):** Tell me about the time that you knowingly bought a stolen item. How often have such things happened to you?

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**Question:** *Lots of people take money from their employer without getting caught.*

**Interview Question(s):** Tell me about a situation where an employee took money from the company without getting caught. How often does this happen? What is your role in these situations? How do these situations usually work out?

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**Question:** *Very few people have strong consciences.*

**Interview Question(s):** Do you have a strong conscience? How has your conscience affected you on the job? What do you see about how others behave that leads you to feel this way?

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**Question:** *I have cheated on my income tax.*

**Interview Question(s):** I know that most people cheat a little on their income tax report, how serious do you regard your cheating? Would you get into trouble if the IRS found out?

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**Question:** *Very few people who find a wallet containing money would return it to its owner.*

**Interview Question(s):** If you found something of value what would you do with it? How important would finding the true owner be to you? Has something like this ever happened to you?

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**Question:** *I recently have given an unauthorized discount to a friend or family member.*

**Interview Question(s):** Tell me about the time when you gave a friend or family member an unauthorized discount. Were you concerned about doing this? Have you ever done this in the past? What are the possible consequences for what you've done?

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### **Substance Abuse Scale**

**Question:** *If I had been drinking at work, I would find it difficult to concentrate on my job.*

**Interview Question(s):** Can you tell me about how drinking at work affects your job? How often does that happen?

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**Question:** *Work-place rules about alcohol are sometimes a bit too strict.*

**Interview Question(s):** What's your opinion about the impact of alcohol on the job? Does it matter where the drinking takes place?

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**Question:** *Using marijuana has no effect on a person's ability to drive safely.*

**Interview Question(s):** Tell me about your use of marijuana at work. Does it affect your work performance? Your driving? How common is the use of marijuana at your job? Is there anything else I should know?

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**Question:** *Using illegal drugs does not affect my ability to drive.*

**Interview Question(s):** Tell me about a time when you used an illegal drug and then had to drive. Was there any risk involved?

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**Question:** *At least once I have used an illegal drug at work or shortly before going to work.*

**Interview Question(s):** Tell me about the last time you used an illegal drug at work or just before you went to work. How often does this happen? What impact does this have on your job performance?

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### **Sexual Harassment Scale**

**Question:** *There is no harm in touching a co-worker to whom you feel close.*

**Interview Question(s):** How often do you touch a fellow worker? Do they ever object? Is there a clear policy about touching others at work? Are there sanctions if others object?

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**Question:** *Sometimes at work I have told a dirty joke.*

**Interview Question(s):** How often have you told a dirty joke at work? Does anyone ever object? How much of this happens at your workplace? Is there a clear company policy about this? Do people get sanctioned for violating the policy?

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**Question:** *Most people who report sexual harassment bring it on themselves.*

**Interview Question(s):** Tell me about how you think that people who report being sexually harassed bring it on themselves. Is this a general rule or are there real cases of harassment? How can you tell the difference? Does this matter?

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**Question:** *Claims of sexual harassment are often exaggerated.*

**Interview Question(s):** Tell me about how you think claims of being sexually harassed are exaggerated. Is this a general rule or are there cases of serious sexual harassment? How can you tell the difference? Does this matter?

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**Question:** *I have complimented one or more coworkers on their attractiveness.*

**Interview Question(s):** Tell me about a time when you told a co-worker that you found them attractive. How did they react? If they had reacted negatively, would that have mattered? How often does this occur? How prevalent is this at your workplace?

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**Question:** *I enjoy hearing a sex-related story at work.*

**Interview Question(s):** Do you have co-workers who seem to object to hearing sex-related stories? Do they have to hear them anyway? Do you sometimes tell such stories? How often? Are there circumstances where such stories should not be told at work?

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**Question:** *I enjoy flirting, and I sometimes do it at work.*

**Interview Question(s):** Tell me about your flirting at work. Have there been times when the other person seems to object? How do you handle their objections? How often do you find yourself flirting on the job? How often has this led to an objection?

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**Question:** *At work I sometimes look at co-workers in a sexual way.*

**Interview Question(s):** Tell me about a situation when you looked at a co-worker in a sexual way. How did they react? Did you consider that this might be inappropriate on the job? How often does this sort of thing happen?

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### **Computer Misuse Scale**

**Question:** *I would not use my computer at work to send and receive e-mail if it was against company policy.*

**Interview Question(s):** How often do you use your company computer to receive and send personal e-mail?

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**Question:** *If I'm a hard worker, it's OK to use a company computer for personal reasons, even though it may be against company policy.*

**Interview Question(s):** How often do you use your computer for personal reasons? Do others do this as well? What

would happen if your boss found out about your using your computer for personal reasons? Is there a company policy about such things? Are there sanctions if you get caught?

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**Question:** *Nobody should ever forward a racial joke on e-mail at work.*

**Interview Question(s):** Tell me about forwarding racial jokes on e-mail at work. What kind of a reaction do you get? Are there minority group members involved? How do they react? Are there any sanctions for doing this?

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**Question:** *Most people share confidential information about their company with others.*

**Interview Question(s):** Tell me about how you have shared confidential company information with others? How common is this at your job? Is there any risk in doing this? What would happen if someone got caught sharing such information?

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**Question:** *There's nothing wrong with forwarding sexual jokes on e-mail at work.*

**Interview Question(s):** I'd like to know more about sending sexual jokes on e-mail at work. How often does that happen? Does anyone get upset by this? Are there any company rules about this?

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**Question:** *Playing computer games at work is disruptive to good business practices.*

**Interview Question(s):** How often do people play computer games at your job? How often have you played computer games at work? Is there a clear company policy about this? What happens if a supervisor learns of this?

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**Question:** *If I saw a co-worker play computer games at work, I'd report it to my supervisor.*

**Interview Question(s):** Who's responsible for keeping workers focused on the job? How is this a shared responsibility?

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**Question:** *I have routinely used my computer at work to keep in touch with family and friends.*

**Interview Question(s):** Tell me about how you use your company computer to keep in touch with family and friends.

How often do you do this? Does anyone seem to care about this?

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**Question:** *I have used my company computer to obtain confidential company information without authorization.*

**Interview Question(s):** Explain how you went about getting confidential information about the company. What have you done with this information? Who else knows about this?

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**Question:** *It's OK to use your company computer to keep in touch with family and friends, even if it's against company policy.*

**Interview Question(s):** Tell me about how you use your computer at work to keep in touch with your friends and family. How often do you do this? If your supervisor found you doing this, what would happen?

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**Question:** *I have not used my company computer to play computer games.*

**Interview Question(s):** How often do you use your company computer to play computer games? Does this seem to matter?

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**Question:** *Job-threatening e-mail messages are usually just jokes.*

**Interview Question(s):** Even though a job-threatening e-mail may be a joke, is it possible that the recipient might get upset by such an e-mail? Have you ever been involved in sending such an e-mail? Tell me about that situation.

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**Question:** *If I need some company information, there's no harm in getting it even if I'm not authorized.*

**Interview Question(s):** Tell me about a situation where you needed some company information and went about getting it, even though you weren't authorized to have such information? What happened as a result? How often have such circumstances come about?

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**Question:** *Too much is made of visiting porn web sites.*

**Interview Question(s):** How often do you visit a porn website while working? How prevalent is this? Are there any

company policies about this? What would happen if a supervisor learned about this?

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**Question:** *It is OK for employees to use their computers at work to play computer games.*

**Interview Question(s):** Tell me about your company's policy about personal use of the computer at work. Do you feel bound by these rules? How about your co-workers? Are there sanctions for violating the company's policies?

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