

Informationen individual assessment

Individual assessments are widely used as tools for screening and promotion processes as well as for determining potential. During the assessment, the participant is evaluated on the basis of clearly defined criteria to determine his/her suitability for a specific position – usually in the area of management or project management functions. Thanks to this process, the clients can rely on an independent expert opinion. Upon their request, they can be present as silent company observers during part of the assessment (virtually or on site) but do not actively participate in the assessment. A further advantage lies in the recommendation of development measures: the scope of the evaluation of potential during an assessment is also to diagnose, through utilisation of expert procedures, those areas in which the candidate should be able to further develop in view of the targeted position. Based on this diagnosis, concrete development goals and supportive measures are suggested.

Individual assessment schedule

Introduction and Interview	Welcome Rundown of the schedule for the day Assessment objectives Q&A Partially-structured Interview	60' – 90'
Main part	2 – 3 mock discussions/presentations (management discussion, persuasive discussion, client discussion, conflict discussion, etc.) 3 – 5 cognitive-type problem-solving procedures (analytical, conceptual, planning-organisational) 1 – 3 personality and aptitude tests Lunch break: elsewhere, without the assessors, duration (generally about 45 minutes) to be agreed upon on the day of the assessment. During the assessment: breaks on request.	4h – 7h
Self-evaluation	Self-evaluation by the candidate with regard to the position or matter at issue	20'
Conclusion	Discussion on the self-evaluation Initial feedback on the evaluation procedures, strengths and development areas Clarifying further procedures (report, feedback discussion)	20'

The content and duration of the assessment depend on the target position and the type of assessment.