5 Hard Facts your organization should know about assessing Soft Skills

- **TEAMWORK**
  - collaborative
  - sympathetic
  - agreeable

- **WORK ETHIC**
  - detail focused
  - responsible
  - industrious
  - conscientious

- **SOCIAL FOCUS**
  - talkative
  - assertive
  - energetic

- **RESILIENCE**
  - stress tolerant
  - calm
  - relaxed
  - self-controlled

- **CURIOSITY**
  - intellectual
  - innovative
  - open
Whether your organization is seeking to enhance your recertification process, expand your professional development offerings or deliver added value to your members and certificants, assessment of “soft” or noncognitive skills provides the perfect route.
Research findings from education, psychology and economics converge on the following fact: In addition to cognitive skills, workplace success critically depends on interpersonal and intrapersonal competencies.

Noncognitive or "soft" skills include work ethic/conscientiousness, integrity, emotional control, time management, resilience, teamwork, empathy, intercultural competence and more.
ProExam uses a wide range of innovative and traditional assessment techniques to measure noncognitive skills. For example, we use Situation Judgment and Biographical Techniques as part of our multi-trait multi-method assessment suites.
ProExam can create noncognitive assessments tailored to your industry or profession.

ProExam can partner with you to customize a battery of noncognitive assessments, based on our state-of-the-art methodologies.

Here’s how the ProExam customization process works:

1. Identify key competencies and constructs
2. Create a high-level blueprint including context requirements
3. Work closely with your subject matter experts on item development including Cognitive Labs
4. Collaborate with subject matter experts to determine report content, including feedback and recommendations
5. Put them all on our delivery platform
6. Conduct field trials
7. Analyze data to enhance validity evidence
8. Launch assessment
Our turn-key solution encompasses Internet-based assessment, feedback, digital credentialing and links to client resources.

ProExam’s noncognitive digital test administration options combine scale and availability with speed and security. Our highly detailed reports provide robust feedback and recommendations.

High performers are issued digital credentials which they can share with peers, managers and potential employers via social media and email.

Scoring reports also link individuals directly to educational and professional development offerings from your association or approved providers so that they can strengthen competencies as indicated.

Test administration, feedback and professional development:

1. **Take Assessment of Noncognitive Skills**
2. **Receive Feedback**
   - **Time Management**
   - **Leadership**
   - **Intercultural Sensitivity**
3A. **Earn a Digital Credential**
3B. **Link to Professional Development Materials**

**Digital Credential Validation Page**
Reflects your brand

**Continuing Certification Requirements**
- Intercultural Sensitivity
  - Training Organization No.1
  - Training Organization No.2
For your organization, noncognitive assessments provide the opportunity to:

- Enhance your recertification process by assessing certificants on key noncognitive skills critical to continued success.
- Expand your professional development offerings for individuals seeking to understand their noncognitive skills as they move forward in their careers.
- Deliver added value to your members and certificate holders who seek to provide evidence of their competence in noncognitive skills aligned with professional success.

For individual members and certificate holders, benefits include:

- A detailed diagnostic report identifying strengths and weaknesses related to noncognitive skills.
- Guidance on resources for gaining or strengthening skills as desired.
- An opportunity for high performers to differentiate themselves from peers with comparable professional credentials.

For hiring organizations, noncognitive assessments offer:

- A more comprehensive understanding of an individual’s likelihood of success and ability to fit within an organization.
- An opportunity to guide employees in enhancing their noncognitive skills and improving their ability to achieve workplace success.

Let ProExam show you how noncognitive assessments can add value to your organization.

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ProExam’s Center for Innovative Assessments, led by Vice President and Chief Scientist Richard D. Roberts, Ph.D., helps clients develop new ways to accurately measure noncognitive skills.

The Center focuses on:

- Identifying a wide range of business and education-relevant noncognitive skills.
- Using innovative methodologies to assess noncognitive skills, including multimedia assessments, Situational Judgment Techniques and the empathic agent paradigm.
- Conducting basic and applied research to provide validity evidence for noncognitive skills assessments and ensure they align with workplace and educational outcomes.
- Developing techniques and procedures for enhancing noncognitive skills.

Learn more about ProExam’s Center for Innovative Assessments. See how we can help you enhance your recertification process, expand your professional development offerings and deliver added value to your members and certificants.

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