

PS04: JOFI Assessment Scorecard

The Scorecard is the core product of the JOFI Assessment Management System and is primarily used for selection and hiring decisions. This document offers an overview of the Score Profile and will point you to other JOFI Data Sheets that contain further details.

Selection Use: The Five Star Rating

The summary at the top of the scorecard contains the following information:

- Test Taker information (name, email, Custom ID, Raw Score) in the upper left of the Scorecard.
- Next to that is a list of the assessments appearing in the Scorecard and the date and time of completion.
- Below that is the JOFI Score Profile being used to select the relevant score components.
- Below that, the Five Star Rating, which is an average of all the relevant score components.
- Finally, Career Interests of the Test Taker and characteristic of the Score Profile are set side by side. The three capital letters represent domains of the RIASEC Career Interests model.

The screenshot displays the JOFI Assessment Scorecard for James Guest. At the top, it shows the user's name and a 'Sign Out' button. Below this, there are navigation tabs for 'Dashboard', 'Prescreens', 'Test Takers', and 'Invitations'. The current view is 'Test Takers' for 'James Guest'. The scorecard title is 'James Guest' with an 'Edit' link and a 'Job Fit Report' link. The user's email is 'jwguest5040@gmail.com' and their phone number is '(555) 555-5555'. The scorecard is for 'JOFI-255 Educational Instruction and Library Zone 5' and shows a '5-Star Score' (5 of 5 stars). The tests completed are 'JOFI Career Interests', 'JOFI Thinking Skills', and 'JOFI Personality Traits', all completed on May 7, 2021. The Test Taker Profile is 'SAE' and the Target Job Profile is 'SAI'. The score profile is 'JOFI-255'.

Figure 1: The top of the scorecard as it appears in JAMS

The JOFI Assessment Five Star Rating is designed to allow Talent Acquisition professionals to recommend 4- and 5-Star candidates to hiring managers without reservation. The scores of these candidates indicate they a good fit for the job family associated with that Job Score Profile.

The Sections of the Scorecard

Thinking Skills

The Thinking Skills Assessment has score components for Reading, Forms, and Math.

- This is the only test where thresholds vary for scoring purposes. In this image, the thresholds for this Score Profile are indicated by transparent blue boxes.

Facet	5-Star									Score Profile: JOFI-255
★ Thinking Skills Overall	9	1	2	3	4	5	6	7	8	9
★ Reading	9	1	2	3	4	5	6	7	8	9
★ Forms	9	1	2	3	4	5	6	7	8	9
★ Math	9	1	2	3	4	5	6	7	8	9

Figure 2: Thinking Skills elements

- Starred elements with a blue background, all four for this Score Profile, are included in the Five Star Rating.

Personality Traits

The Personality Assessment has Overall Scores for each of the Big Five personality domains and for 15 traits (facets) under those five domains.

- Starred elements with a blue background, usually five or six facets, are included in the Five Star Rating.
- The first score column puts all scores in one row. Only starred items are color shaded.
- The next nine columns show the scores across a nine-point distribution.
- Within JAMS, hovering over any domain or facet on the Scorecard will cause a definition of that element to pop-up (“Composed,” for example).

Agreeableness Overall	2	1	2	3	4	5	6	7	8	9
Compassionate	3	1	2	3	4	5	6	7	8	9
★ Cooperative	1	1	2	3	4	5	6	7	8	9
Helpful	1	1	2	3	4	5	6	7	8	9
Conscientiousness Overall	8	1	2	3	4	5	6	7	8	9
★ Organized	9	1	2	3	4	5	6	7	8	9
★ Principled	5	1	2	3	4	5	6	7	8	9
★ Responsible	8	1	2	3	4	5	6	7	8	9
★ Ambitious	7	1	2	3	4	5	6	7	8	9
Emotional Stability Overall	3	1	2	3	4	5	6	7	8	9
Balanced	6	1	2	3	4	5	6	7	8	9
Composed	7	1	2	3	4	5	6	7	8	9
Composed	High scoring individuals tend to be calm and stable. They often don't exhibit anger, hostility, or aggression.									
Assertive	3	1	2	3	4	5	6	7	8	9
Sociable	4	1	2	3	4	5	6	7	8	9
Energetic	1	1	2	3	4	5	6	7	8	9
Openness Overall	7	1	2	3	4	5	6	7	8	9
★ Analytical	9	1	2	3	4	5	6	7	8	9
Creative	4	1	2	3	4	5	6	7	8	9

Figure 3: Personality Traits elements

Realistic	5	1	2	3	4	5	6	7	8	9
Construction	5	1	2	3	4	5	6	7	8	9
Production	5	1	2	3	4	5	6	7	8	9
Engineering	5	1	2	3	4	5	6	7	8	9
Investigative	4	1	2	3	4	5	6	7	8	9
Software	2	1	2	3	4	5	6	7	8	9
Analytics	5	1	2	3	4	5	6	7	8	9
Medical	5	1	2	3	4	5	6	7	8	9
Artistic	6	1	2	3	4	5	6	7	8	9
Creative	5	1	2	3	4	5	6	7	8	9
Writing	7	1	2	3	4	5	6	7	8	9
Social	7	1	2	3	4	5	6	7	8	9
Teaching	8	1	2	3	4	5	6	7	8	9
Service	6	1	2	3	4	5	6	7	8	9
Counseling	5	1	2	3	4	5	6	7	8	9
Enterprising	6	1	2	3	4	5	6	7	8	9
Management	5	1	2	3	4	5	6	7	8	9
Sales	6	1	2	3	4	5	6	7	8	9
Conventional	4	1	2	3	4	5	6	7	8	9
Administrative	5	1	2	3	4	5	6	7	8	9
Finance	4	1	2	3	4	5	6	7	8	9
★ JOFI Career Interests Overall	6	1	2	3	4	5	6	7		
★ One-Letter Match	3	1	2	3						
★ Two-Letter Match	3	1	2	3						
★ Three-Letter Match	2	1	2	3						

Figure 4: Career Interests elements

Career Interests

The Career Interests assessment looks at the overall letter match, based on the RIASEC model, indicated at the bottom of this section. That section will always be starred when the Career Interests assessment is in use.

- Threshold levels visually indicate the top three interest domains associated with the JOFI Score Profile. In this case, the Career Interests profile at the top of the Scorecard is SAI. Therefore, the thresholds for Social and its facets are set at 5, Artistic and its facets at 4, and Investigative and its facets at 3.

Manual Score Entry Components

At the bottom of the scorecard are two components that require manual score entry. These are services outside the JOFI Assessments offerings.

- SkillSurvey is an on-line reference check service.
- Structured Interviews are a good way to probe assessment results in an interview.

SkillSurvey Overall	1	2	3		
★ Reference Response Rate	1	2	3		
★ Numeric Rating: Managers Only	1	2	3		
★ Numeric Rating: All References	1	2	3		
Structured Interview Overall	1	2	3	4	5
Question One	1	2	3	4	5
Question Two	1	2	3	4	5
Question Three	1	2	3	4	5
Question Four	1	2	3	4	5
Question Five	1	2	3	4	5

Figure 5: Manual score entry components.

The screenshot displays the JOFI Assessments Scorecard for James Guest. At the top, there is a navigation bar with the JOFI logo, user name 'James Guest', and a 'Sign Out' button. Below this, the account information for 'Metrics Reporting Inc' and 'Training Demo' is shown, along with a 'Change Team' button and a dropdown menu for 'Score Profile' set to 'JOFI-255 Educational Instruction and Library Zone 5'. The main content area includes a breadcrumb trail 'Training Demo > Test Takers > James Guest', the name 'James Guest' with an 'Edit' link, and a 'Job Fit Report' link. Contact information for James Guest is listed: jwquest5040@gmail.com and (555) 555-5555. The 'JOFI Assessments Scorecard' section features a 'Generate PDF' button circled in red. Below this, the user's name and email are repeated, followed by a list of tests: 'JOFI Career Interests' (Completed on May 7, 2021), 'JOFI Thinking Skills' (Completed on May 7, 2021), and 'JOFI Personality Traits' (Completed on May 7, 2021). The raw score is 2.714. The scorecard title is 'JOFI-255 Educational Instruction and Library Zone 5', and the score is a '5-Star Score' represented by five blue stars. Below the stars, the 'Test Taker Profile' is 'SAE' and the 'Target Job Profile' is 'SAI'. At the bottom, the 'Facet' is '5-Star' and the 'Score Profile' is 'JOFI-255'.

PDFs and a Note on Confidentiality

You can generate a PDF of the scorecard by clicking the Generate PDF button in the top right of the scorecard (see Figure 1). This will generate a PDF you can download with a subsequent click.

- Assessment scores should be treated as personal and confidential information.
- Individual scores (and red, yellow, green categories) are not shared with candidates or career navigation participants.
- Scorecards are for recruiters and coaches only and should be treated as confidential employee / client / student records.

Figure 1: The top of the scorecard as it appears in JAMS

Please reach out to support@jofiscore.com with questions or for additional information.