

# Teacher/Trainer Notes

## Part 3: Getting the job

### Module 10: Sitting selection tests

#### Duration

Estimated time for learners to complete the module is approximately 50 minutes, but may vary depending on the group you are working with.

The presentation takes around 45 minutes including tasks and activities.

#### Aims

- To learn about the variety of selection tests used by employers
- To understand how to complete various selection tests

#### Learning intention

- I will learn about the variety of selection tests used by employers
- I will understand how to complete various selection tests

#### Success criteria

- I know what to expect from a selection test
- I understand the various formats a selection test can take
- I am able to complete a selection test

#### Resources

- Students on iPads/tablets or ICT suite with internet access
- Smartboard if using PowerPoint presentation alongside module
- Planit website – [www.planitplus.net](http://www.planitplus.net)
- The following resources available on Planit – Module 10: Sitting selection tests content and Sitting selection tests presentation and access to the activities

## Preparation

- Open the [Job Seeking Skills/Part 3/Module 10](#) section on [www.planitplus.net](http://www.planitplus.net)
- Familiarise yourself with the content, activities and worksheets
- Check that students can open and use the Module 10 content and activities
- Open the [Sitting selection tests presentation](#) and edit notes to suit your teaching style. Example text is there as a guide
- If using the alternative approach below, print worksheets out before lesson
- If time is limited, students can complete activities in their own time

## Presentation Module 10: Sitting selection tests

### Tasks and activities

The presentation has been written to be taught alongside the module.

Tasks have been added to the presentations to make it interactive - learners will be asked questions as they go through the presentations.

Task 1	Slide 2	Which test?
Task 2	Slides 3-8	Quiz

### Activities

The activities will be carried out within the presentation or can be completed after.

[Activity 1](#) – Selection test example questions

Activity 2 – Practising an online assessment

## Alternative approaches and follow on activities

- If completing this module as a paper-based exercise you must print out [Activity 1 worksheet](#) before delivering it. Activity 2 is online only
- Students can complete Activity 1 and 2 in their own time

## Reflect and review

- Review what has been learned and reinforce key points about how selection tests work

## Career Management Skills

<b>Self</b>	I make positive career decisions
<b>Strengths</b>	<p>I am aware of my skills, strengths and achievements</p> <p>I build on my strengths and achievements</p> <p>I draw on my experiences and on formal and informal learning opportunities to inform and support my career choices</p>
<b>Horizons</b>	<p>I understand that there is a wide variety of learning and work opportunities that I can explore and are open to me</p> <p>I know how to find and evaluate information and support to help my career development</p> <p>I am creative and enterprising in the way I approach my career development</p> <p>I identify how my life, my work, my community and my society interact</p>

## Career Education Scotland

<b>Senior Phase</b>
I am identify my skills and relate them to the world of work
I can confidently access and interpret the information I need to make well informed choices when looking for a job
I can evaluate if my skills, strengths and interests when applying for jobs
I can identify and use evidence of my learning to help me practise selection tests