

Corporate - Non-CPA Level

Skills and Knowledge Test

REPORT

Dave Miller

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|-------------|----------------------|
| Time Taken: | 39:47 |
| Started: | 05/07/2024 20:19 EST |
| Finished: | 05/07/2024 20:58 EST |

CORPORATE - NON-CPA LEVEL TEST REPORT

Introduction

The Part/Non-Qualified Accountant Test is designed for those working as accountants, but who are not CA's or CPA's. This would include those with tertiary qualifications in accounting, provisional members of CPA, ICAEW, ACCA (or equivalent) or those with no formal qualifications but whose job categorises them as accountants.

Context

This report is generated from the candidate's responses to 40 questions covering Double Entry Accounting, Accounting & Financial Reporting, Advisory & Analysis and Budgeting & Forecasting. Questions are also divided into Basic, Intermediate and Advanced categories to test the extent of each candidate's skills and knowledge.

Waiver and Limitations

Accountests reports are an indicator of Accounting and Bookkeeping knowledge and skills only. These tools work at their best in conjunction with competency based interview questions to both the candidate and their referees, personality profiles, and ability tests to reach a strong decision on whether to appoint the candidate into a role. Because successful candidate selection is based on personality and ability as well as skills and knowledge, Accountests Ltd accepts no responsibility for selection or other decisions made using this tool and cannot be held liable for the consequences of doing so.

Norm Group

The report also compares a candidate's performance in this test against a norm group of other Part/Non Qualified Accountants to provide an estimate of skills and knowledge in comparison with their peers.

Test Proctoring Reports

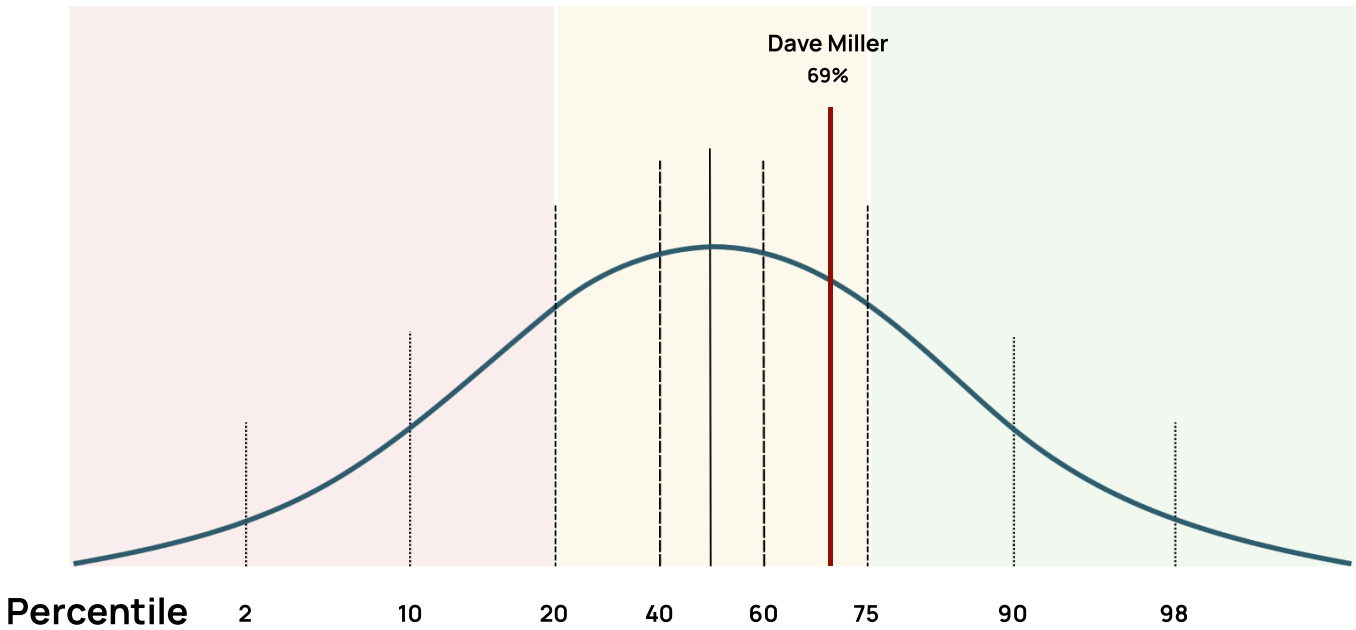
All tests are proctored and will produce a report, available at the completion of the test. You can access these proctoring reports by logging in to the testing platform and selecting the 'Manage Remote Proctoring' tile. For more information on proctoring see our [website](#).

Content

- 1 Overall test score compared to Part-Non-Qualified Accountants Norm Group
- 2 Overall test score as Questions Correct, Incorrect and Omitted
- 3 Test performance in Basic, Intermediate, and Advanced Questions
- 4 Test performance in Double Entry Accounting, Accounting & Financial Reporting, Advisory & Analysis and Budgeting & Forecasting
- 5 Performance in each of the 40 Questions
- 6 Interpreting test scores

COMPARATIVE PERFORMANCE

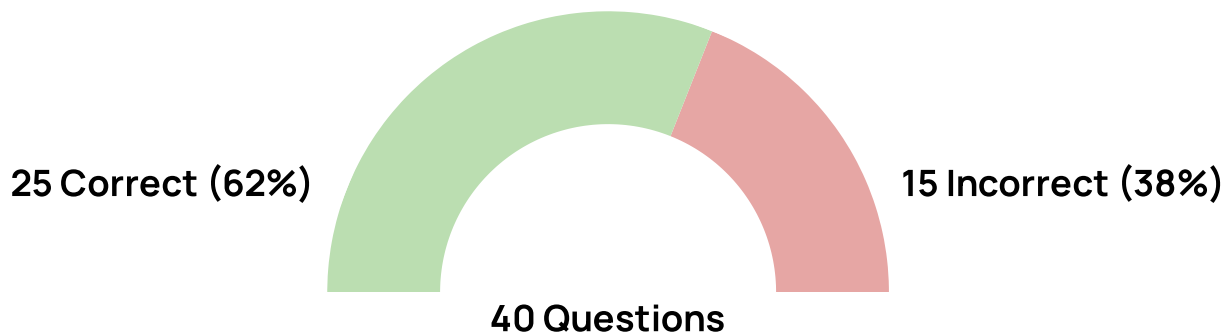
Percentile Distribution Curve



When compared to the existing norm group, Dave Miller scored in the 69th percentile on this test, suggesting that they would achieve a greater than or equal score to 69 in 100 Non-Qualified Accountants.

Whilst percentile scores give a valuable indication of a candidate's score in relation to their peers, using this test in making a strong decision on whether to recruit or promote the candidate requires a deeper analysis of the candidates score in elements of accounting most applicable to the job. The following pages provide that depth of analysis.

TOTAL SCORE SUMMARY



ANALYSIS BY DIFFICULTY

BASIC

Performance in Basic questions in Double Entry Accounting, Accounting & Financial Reporting, Advisory & Analysis and Budgeting & Forecasting

13 Questions (100%)



11 Correct (85%)

2 Incorrect (15%)

INTERMEDIATE

Performance at the level expected of Part/Non-Qualified Accountants in questions covering Double Entry Accounting, Accounting & Financial Reporting, Advisory & Analysis and Budgeting & Forecasting

14 Questions (100%)



9 Correct (64%)

5 Incorrect (36%)

ADVANCED

Performance above the level expected of most Part/Non-Qualified Accountants, or at the level of senior Part/Non-Qualified Accountants in questions covering Double Entry Accounting, Accounting & Financial Reporting, Advisory & Analysis and Budgeting & Forecasting

13 Questions (100%)



5 Correct (38%)

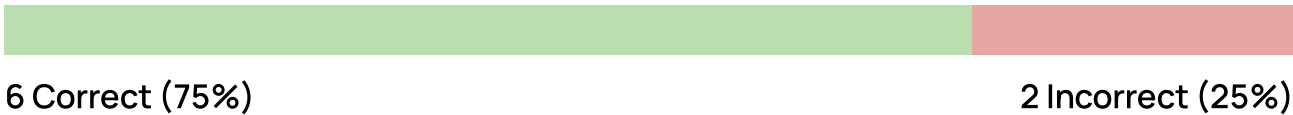
8 Incorrect (62%)

ANALYSIS BY TOPIC

DOUBLE ENTRY ACCOUNTING

Skills in double entry accounting including easier and more complex journals

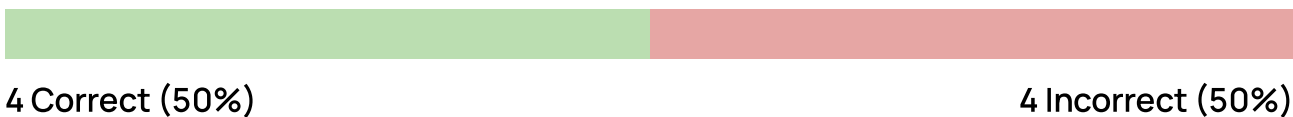
8 Questions (100%)



ACCOUNTING & FINANCIAL REPORTING

skills for those producing financial reports for decision makers external to the business

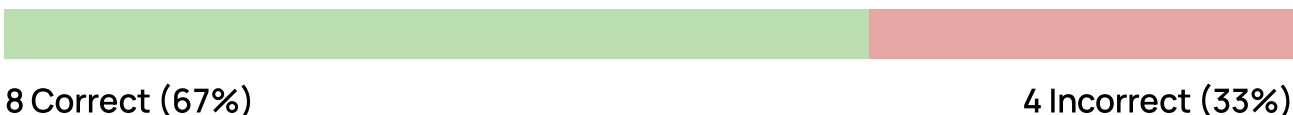
8 Questions (100%)



ADVISORY & ANALYSIS

Skills for those producing financial information for management to assist in their decision making. Includes skills for advising business owners

12 Questions (100%)



BUDGETING & FORECASTING

Skills for those producing forward looking information for both profit & loss and balance sheet

12 Questions (100%)























7 Correct (58%)

5 Incorrect (42%)

RESULTS OVERVIEW

correct =  incorrect =  omitted = 

| Q# | Question Detail | Topic | Difficulty | A |
|----|---|----------------------------------|--------------|---|
| 1 | Where to place an account in financial statements | Double Entry Accounting | Basic |  |
| 2 | Journals required for a transaction #1 | Double Entry Accounting | Basic |  |
| 3 | Capitalization of costs | Double Entry Accounting | Basic |  |
| 4 | Journals required for a transaction #2 | Double Entry Accounting | Intermediate |  |
| 5 | Understanding the trial balance | Double Entry Accounting | Intermediate |  |
| 6 | Correcting coding errors | Double Entry Accounting | Intermediate |  |
| 7 | Journals for an accrual | Double Entry Accounting | Advanced |  |
| 8 | Journals required for a transaction #3 | Double Entry Accounting | Advanced |  |
| 9 | Purpose of the balance sheet | Accounting & Financial Reporting | Basic |  |
| 10 | Accounting terminology of margins | Accounting & Financial Reporting | Basic |  |
| 11 | Accounting terminology of reconciliations | Accounting & Financial Reporting | Intermediate |  |
| 12 | Calculate profitability | Accounting & Financial Reporting | Intermediate |  |
| 13 | Which transaction has no impact on equity | Accounting & Financial Reporting | Intermediate |  |
| 14 | Journal for tax payments | Accounting & Financial Reporting | Advanced |  |
| 15 | Which transaction reduces equity | Accounting & Financial Reporting | Advanced |  |
| 16 | What makes up asset / liability balances | Accounting & Financial Reporting | Advanced |  |
| 17 | Calculate margins | Advisory & Analysis | Basic |  |
| 18 | How to improve receivables collection | Advisory & Analysis | Basic |  |
| 19 | Does the account balance look right | Advisory & Analysis | Basic |  |
| 20 | Business terminology | Advisory & Analysis | Basic |  |

RESULTS OVERVIEW

correct =  incorrect =  omitted = 

| Q# | Question Detail | Topic | Difficulty | A |
|----|---|-------------------------|--------------|---|
| 21 | Inventory management | Advisory & Analysis | Intermediate |  |
| 22 | Variable costs | Advisory & Analysis | Intermediate |  |
| 23 | Inventory turnover | Advisory & Analysis | Intermediate |  |
| 24 | Effect of transaction on banking ratios | Advisory & Analysis | Intermediate |  |
| 25 | Analysis of management accounts | Advisory & Analysis | Advanced |  |
| 26 | Calculate working capital | Advisory & Analysis | Advanced |  |
| 27 | How to measure cashflow | Advisory & Analysis | Advanced |  |
| 28 | Variances in sales reports | Advisory & Analysis | Advanced |  |
| 29 | Budget variance terminology | Budgeting & Forecasting | Basic |  |
| 30 | Which budget reports to run | Budgeting & Forecasting | Basic |  |
| 31 | Budgeting fixed vs variable costs | Budgeting & Forecasting | Basic |  |
| 32 | Justifying the basis for the budget | Budgeting & Forecasting | Basic |  |
| 33 | Cash forecasting variables | Budgeting & Forecasting | Intermediate |  |
| 34 | Cash forecasting assumptions | Budgeting & Forecasting | Intermediate |  |
| 35 | Calculate a breakeven point | Budgeting & Forecasting | Intermediate |  |
| 36 | Forecasting for high growth businesses | Budgeting & Forecasting | Intermediate |  |
| 37 | Project funding analysis | Budgeting & Forecasting | Advanced |  |
| 38 | Variance investigation | Budgeting & Forecasting | Advanced |  |
| 39 | Working capital requirements of growth | Budgeting & Forecasting | Advanced |  |
| 40 | Budgeting method options | Budgeting & Forecasting | Advanced |  |

INTERPRETING RESULTS

Interpreting Test Scores

The following information provides a guide on how to interpret the results of a candidate test

Sten & Percentile Scores

Your candidate's overall performance score is expressed as both a Sten Score & a Percentile Score as different clients have a preference for either of these scores when comparing their test-takers to the norm group.

If you are unfamiliar with these scores, here is a short definition of both.

Sten Scores

Sten scores divide the range of scores a candidate can achieve into ten units. You can think of sten scores as 'marks out of ten', where scores of 1 & 2 are well below average, scores of 3 below average, scores of 4 slightly below average & scores of 5 and 6 average. Scores of 7 are slightly above average, 8 is above average, with scores of 9 and 10 well above average.

Percentile Scores

Percentile Scores measure your candidate against a norm group of similarly qualified and experienced people from the country in which the test is based.

Percentile Scores rank your candidate against the norm group of other Part/Non-Qualified Accountants. For example, if your candidate achieves a 65th Percentile Score, then you can expect them to achieve a higher score than 64 in 100 Part/Non-Qualified Accountants.

A 20th Percentile Score would suggest they would achieve a higher score than 19 in 100 Part/Non-Qualified Accountants. The higher the percentile score achieved by your candidate, the better they have performed against that norm group.

Try not to fall into the trap of only considering candidates with very high percentile scores for selection. A candidate with a percentile score in the 'average band' can be described as a typical performer of technical accounting tasks among the norm group, which is representative of the applicant pool in your country.

If your candidate has achieved an 'average score', take a closer look at their performance in the accounting subjects in the test with a view of determining whether they have performed well in the accounting tasks in the Job Description for your vacant role. You can then determine whether they have reached a benchmark for selection and where you may need to concentrate professional and technical training and support in getting a candidate up to speed if appointed.

Overall Scores

An overview of test performance provides a summary of on how many questions your candidate completed in the allocated time of 40 minutes, in terms of how many questions they got correct, incorrect and the number of questions omitted. You can use this information to identify candidates with lower percentile scores, but high degrees of accuracy, suggesting they worked slowly but accurately in the test, which may keep them in the selection process.

INTERPRETING RESULTS

Omitted Questions

Attention should be paid to the number of questions omitted. Because the test is timed, questions are omitted where a candidate chooses to skip a question and also where they run out of time. To determine whether your candidate ran out of time, look at the cover page to see the time they took to complete the test. If the time is 40:00, then the candidate was still working on the test when their time expired.

Basic, Intermediate, and Advanced Questions

This page lists the number of questions categorised as Basic, Intermediate and Advanced across the 40 questions of the test, with your candidates performance in each category. This can provide value in determining the skill and knowledge levels your candidate possesses now against the skill level required to perform the job they have applied for.

Accounting Topics

For each of the four Accounting Topics in this test, you can see the number of questions the candidate answered correctly, incorrectly and questions omitted. Hiring managers only interested in one or two accounting topics can concentrate on a candidate's performance in topics essential to success in the role.

Individual Questions

The most detailed level of the report lists all 40 questions topics, whether they were answered correctly, incorrectly or omitted, allowing selection panels to drill down to explore particular elements of accounting most important to their organisation, and their candidates performance against those questions.

FURTHER SUPPORT

For further support in interpreting this report, visit the Accountests website

www.accountests.com

or send us an email to

help@accountests.com

