

# OPTO

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**Team leader**

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**OPTO** (20/04/2017)

+ Interview Guide

# INTRODUCTION

This report is generated from the responses to one or more tests developed by Master™. The report does not include information given in a feedback session or from any other sources.

## ABOUT THE TEST

OPTO is a personality test that measures 8 Dimensions of personality which are essential to behaviour and performance at work. Each Dimension is comprised of two or three underlying Aspects. The Dimensions and Aspects are characteristics that individuals exhibit to a greater or lesser extent, and that are in themselves neither positive nor negative.

Each of the Dimensions and Aspects describe, relative to other people, the frequency or intensity of a person's feelings, thoughts, or behaviours. They are traits that exist on a continuum rather than as attributes that a person does or does not have.

The quality of OPTO is well documented and meets international standards for test quality.

## SCORES

The results of the test are visualised using an intuitive scale ranging from 1 to 10, with 10 being the highest. The scale is commonly referred to as a STEN scale.

SCORE



EXAMPLE - THIS IS NOT YOUR REAL SCORE

## NORM GROUP

The scores in this report are created by comparing the responses to the test with those of a representative group of test takers, referred to as a norm group. This allows for an accurate and practical understanding of the scores.

By considering age, gender, education, industry, and managerial level, the norm is representative of the group selected by the certified test user.

Selected norm: **International norm**

## SPOTLIGHT

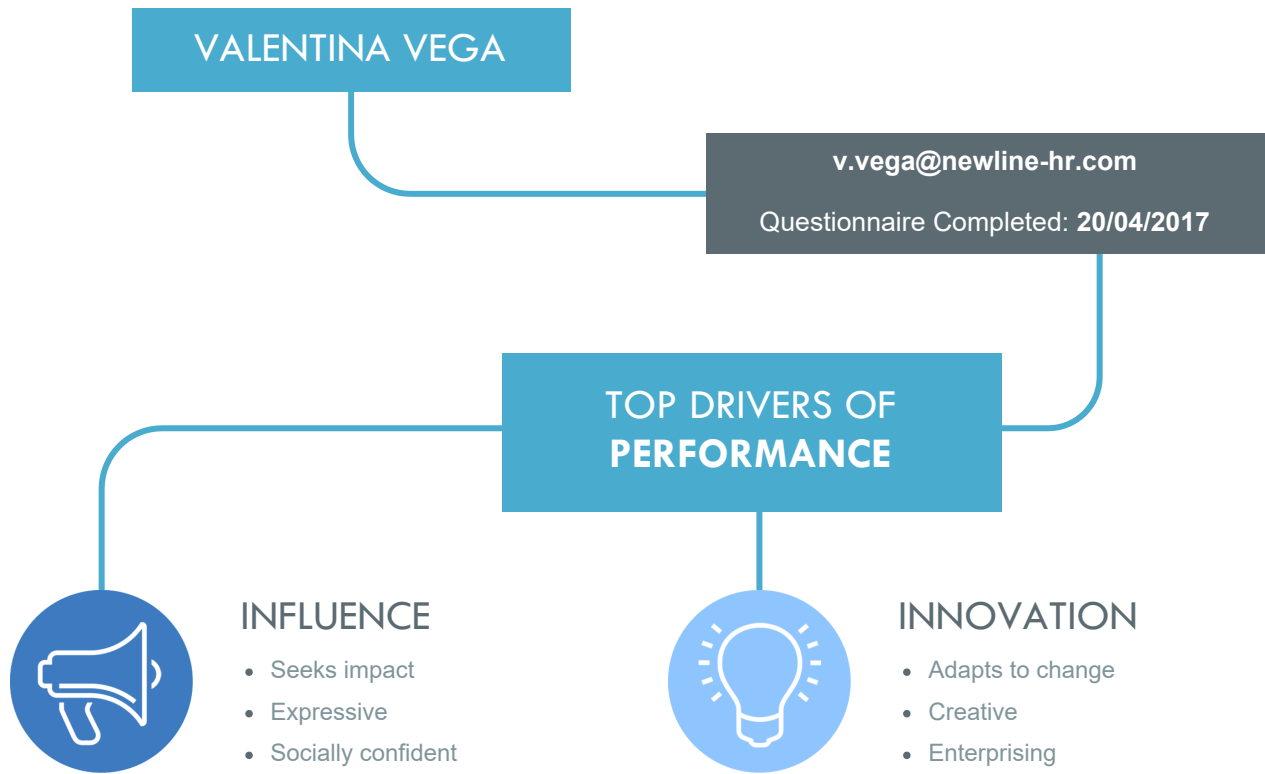
In this report a Spotlight graphic illustrates a suggestion for further exploration.

Spotlight technology tracks whether the respondent, when asked to consider their responses in a more deliberate and thorough manner, consistently ranks up low scores or ranks down high scores.

The number of Spotlights in the report is not fixed. On average, each report will contain 2-3 spotlights.



# OVERVIEW



**PEOPLE**

This person lets others lead the way, naturally engages in conversation, and feels comfortable in social situations.

High pressure at work will be perceived as challenging, and this person may get overwhelmed when dealing with stressful situations, and lose composure when frustrated.

This person can be hard to get to know and believes that trust needs to be earned, but is available for colleagues if needed.

**OPERATIONS**

This person prefers a calm work pace, sometimes puts off tasks, and is less driven by ambition.

This person is less bothered by disorder and prefers to let others pay attention to the details.

This person is likely to show compliance at work by upholding commitments and is less concerned about being straightforward.

**EXPLORATION**

This person is open to new knowledge when necessary and is less likely to be agile in solving complex problems.

This person can adapt to change, takes risks only when needed, and can support innovation by suggesting alternatives to the status quo.

When Aspect scores vary, parts of the summary may be too general. Read the meaning of the scores on the following pages for more details.



PEOPLE

# SCORES



## INFLUENCE

Influence is comprised of the Aspects assertiveness, communication and confidence.

SCORE



MEANING

- Prefers to let others lead the way
- Naturally engages in conversation with others
- Does not mind being the centre of attention



## RESILIENCE

Resilience is comprised of the Aspects stability and stress management.

SCORE



MEANING

- Can lose composure when frustrated
- Finds it challenging to stay calm under pressure
- Has difficulty dealing with stressful work



## COOPERATION

Cooperation is comprised of the Aspects altruism, networking and trust.

SCORE



MEANING

- Is available for colleagues if needed
- Is sociable
- Believes most people are honest



## INFLUENCE

### INTERVIEW QUESTIONS

- How do you seek impact on decisions?
- In which situations do you find it easier to impact decisions?
- How do you go about convincing others?
  
- How do you make sure that your message gets through?
- How do you capture the attention of others?
- In which situations do you take the lead in a conversation?
  
- How do you deal with being criticised in public?
- How do you deal with uncomfortable social situations?
- What does it take for you to feel more comfortable in social situations?

## RESILIENCE

### INTERVIEW QUESTIONS

- What do you do to stay cool-headed when frustrated?
- When is it an advantage to not show your emotions?
- How do you interact with others who do not openly show their emotions?
  
- Do you have routines in place to unwind when stressed?
- How do other people see you when you are stressed?
- What helps you the most when you feel stressed?

## COOPERATION

### INTERVIEW QUESTIONS

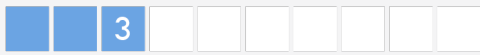
- How are you supportive of your colleagues?
- When do you get involved in other people's problems?
- How do you help others to feel comfortable?
  
- How do you cultivate productive relationships at work?
- Which tasks at work do you prefer to address as a team?
- What role in a team are you most comfortable with?
  
- What does it take to earn your trust?
- In what situations do you feel limited by your sceptical nature?
- What does it take for you to have trust in others?



## EFFICIENCY

Efficiency is comprised of the Aspects drive, goal orientation and industriousness.

SCORE



MEANING

- Prefers a calm work pace
- Is less driven by goal attainment
- Sometimes puts off tasks



## DELIVERY

Delivery is comprised of the Aspects structure and quality assurance.

SCORE



MEANING

- Is less bothered by disorder
- Prefers to avoid having to spend time on details
- Is less concerned with quality standards



## COMPLIANCE

Compliance is comprised of the Aspects dutifulness and sincerity.

SCORE



MEANING

- Is less conscientious
- Is likely to be genuine
- Can be straightforward



## EFFICIENCY

### INTERVIEW QUESTIONS

- How can you thrive in a fast-paced work environment?
- How do you know when you actively need to move things forward?
- What does it take for you to find your inner drive at work?
  
- What drives your ambition?
- How do you succeed with your goals?
- When is it important to focus on goals?
  
- How do you manage distractions from your work?
- What is an unpleasant assignment for you, and how do you deal with them?
- How do you prioritise your efforts?

## DELIVERY

### INTERVIEW QUESTIONS

- When do you work very systematically?
- When is it important for you to work in a more structured way?
- When do you find systems and structures more important than diverging from given directions?
  
- When is excellence required?
- How do you decide when to use more effort to help you excel?
- How do you ensure that a task is completed thoroughly?

## COMPLIANCE

### INTERVIEW QUESTIONS

- When are you particularly conscientious?
- How do you demonstrate how conscientious you are to others?
- How do you react when others are unreliable?
  
- How do you know if the rules are worth following?
- When is it important to be straightforward?
- When do you naturally show who you really are?



EXPLORATION



## AGILITY

Agility is comprised of the Aspects intellect and problem solving.

SCORE



MEANING

- Is open to new knowledge when necessary
- Prefers work of less complexity
- Can be unsure of own ability to learn quickly



## INNOVATION

Innovation is comprised of the Aspects adaptability, ingenuity and risk-taking.

SCORE



MEANING

- Enjoys to stick with the known
- Is less likely to actively challenge the existing
- Willingly takes risks





## AGILITY

### INTERVIEW QUESTIONS

- When do you actively seek out new knowledge?
- What strategies do you use to get a deeper understanding of things?
- How do you cope with very theoretical knowledge or information?
- When do you like working with complex problems?
- What do you do if you find your tasks to be too complex?
- How do you go about solving a problem?

## INNOVATION

### INTERVIEW QUESTIONS

- What do you do to adapt to change at work?
- In which situations can change at work be valuable?
- How can others support you with change at work?
- How do you challenge the existing?
- In which situations can it be valuable to challenge the status quo?
- What experience do you have with generating new ideas?
- How do you conclude that a risk is worth taking?
- What considerations are important for you to make before taking a risk at work?
- When have you taken too many risks at work?

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### TEST TAKER RIGHTS

The test taker has the right to receive feedback on the results of all completed tests. This can either be in the form of a written report or personal interview. Master™ strongly recommends that the test taker is informed of the purpose of the test, including how the results are used.

Should you have any questions about this report, please contact your test administrator. See the beginning of this report to find the name of the person who administered the test.