

Name: \_\_\_\_\_ Class: \_\_\_\_\_ Date: \_\_\_\_\_

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

1. What is the first step in an organization's selection process?
- reviewing the candidate pool for the job position
  - identifying knowledge, skills, abilities, and other attributes for the job position
  - acquiring job analysis information for the job position
  - developing performance indicators and job dimension for the job position

ANSWER: c

2. Which of the following statements applies to a test by the UK Department of Work and Pensions (DWP), as described in the "Sham Psychometric Test" controversy?
- The test was appropriate because it had a valid goal: to help people find jobs.
  - The test was appropriate because it came from a larger test that had been validated by the DWP.
  - The test was inappropriate because it showed strengths but not weaknesses.
  - The test was inappropriate because it had not been validated for use by the DWP.

ANSWER: d

3. For what is job analysis information used?
- to ensure reliability throughout the selection process
  - to identify both the performance domain and the knowledge, skills, abilities, and other attributes linked to job performance
  - to ensure the selection process is fair, equitable, and unbiased
  - to ensure utility throughout the recruitment and selection process

ANSWER: b

4. What is the best way for HR professionals to ensure that their selection decisions meet the standards set by courts and tribunals?
- completely eliminating factors such as age, gender, and disability when considering candidates
  - thoroughly analyzing required KSAOs for each position to be filled
  - avoiding making hiring decisions
  - using valid and reliable science-based methods when choosing BFORs

ANSWER: b

5. What is the final step in the selection process?
- developing performance indicators for the individuals who were hired with the process
  - gathering feedback from the individuals who were hired with the process
  - demonstrating that hiring decisions based on the selection system have utility
  - demonstrating that hiring decisions based on the selection system are reliable

ANSWER: c

6. The Toronto Police Service requires candidates to show that they are Canadian citizens or permanent residents, are at least 18 years of age, and have a valid driver's licence and no record of criminal convictions. What would these requirements be classified as?
- KSAOs

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

- b. screening criteria
- c. performance dimensions
- d. reliable qualifications

ANSWER: b

7. Which of the following is NOT a selection criterion for the Toronto Police Service?
- a. The applicant must meet the vision standard for the Toronto Police Service.
  - b. The applicant must have successfully completed four years of secondary school education.
  - c. The applicant must be a Canadian citizen or landed immigrant.
  - d. The applicant must not have a criminal record for which a pardon has not been granted.

ANSWER: b

8. Which of the following is NOT a reason to use practice-based selection approaches?
- a. fit with organizational culture
  - b. comfort with the process
  - c. consistency of the process
  - d. flexibility and speed

ANSWER: c

9. What is a potential outcome of a science-based selection process?
- a. a significant number of qualified applicants
  - b. a defensible system with effective employees
  - c. a flexible, quick process that fits the organization's culture
  - d. a process that is comfortable and flexible for all employees

ANSWER: b

10. What is a potential outcome of a practice-based selection process?
- a. the effective use of structured and consistent procedures
  - b. a defensible system with effective employees
  - c. increased productivity and competitiveness
  - d. human rights litigation and marginal employees

ANSWER: d

11. What is a defining characteristic of a practice-based selection process?
- a. It is defensible.
  - b. It is intuitive.
  - c. It is system-wide.
  - d. It is structured.

ANSWER: b

12. What is a defining characteristic of a science-based selection process?

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

- a. It is flexible.
- b. It is intuitive.
- c. It is rational.
- d. It is subjective.

ANSWER: c

13. Which of the following terms refers to relationships between observations?

- a. a variance
- b. a construct
- c. a concept
- d. a validation

ANSWER: b

14. Which of the following is NOT a statement about reliability?

- a. Reliability is an indication of the stability of measurements.
- b. Reliability is the degree that observed scores are free from random errors.
- c. Reliability is the amount of systemic errors relative to their true score.
- d. Reliability is the consistency of a set of measurements over time.

ANSWER: c

15. What concept is defined as the degree to which observed scores are free from random measurement errors?

- a. validity
- b. fairness
- c. error score
- d. reliability

ANSWER: d

16. What do you get when you square the reliability coefficient?

- a. the proportion of consistency in the true scores attributed to true differences on the measured characteristic
- b. the proportion of error in the error scores attributed to true differences on the measured characteristic
- c. the proportion of measurement error in the observed scores attributed to true differences on the measured characteristic
- d. the proportion of variance in the observed scores attributed to true differences on the measured characteristic

ANSWER: d

17. Which of the following concepts is defined as the hypothetical difference between an individual's observed score on any particular measurement and the individual's true score?

- a. measurement error
- b. standard deviation
- c. lack of standardization

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

d. test and retest

ANSWER: a

18. Which of the following is NOT a broad category of factors that affect reliability?

- a. lack of standardization
- b. temporary individual characteristics
- c. seasonality
- d. chance

ANSWER: c

19. Which of the following is NOT a technical quality of a testing procedure?

- a. standardized test administration
- b. test reliability
- c. validity evidence
- d. careful test development

ANSWER: c

20. To estimate reliability, it is important to adopt a strategy to develop approximations of parallel measures. Which of the following is NOT such a strategy?

- a. internal consistency
- b. test and retest
- c. intra-rater agreement
- d. alternate forms

ANSWER: c

21. An HRM used the identical measurement procedure to assess the same characteristic over the same group of people on different occasions. What method of estimating reliability was used?

- a. test and retest
- b. alternate forms
- c. internal consistency
- d. inter-rater reliability

ANSWER: a

22. Employers who are concerned about an applicant's opinion about the usefulness of a test or certain questions on a test are considering what element in the proper use of tests?

- a. content validity
- b. validity generalization
- c. face validity
- d. construct validity

ANSWER: a

23. To test validity, a content sampling strategy is often applied to the selection process. Which of the following

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

is NOT a step in this content sampling strategy?

- a. A scoring scheme is developed for the selection assessments.
- b. Tasks of the target position are identified by job experts.
- c. Job experts independently rate the reliability of each task.
- d. Job experts evaluate the relationship between performance and job success.

ANSWER: c

24. In their mid-1970s research, what procedure did researchers Schmidt and Hunter use to challenge the idea that a validity coefficient is specific to the context in which it is measured?

- a. validity generalization
- b. meta-analysis
- c. range restriction
- d. attenuation

ANSWER: b

25. What could an employer do to establish concurrent validity?

- a. compare test results with performance ratings of existing employees
- b. compare test results with employee performance ratings after one year on the job
- c. compare test results with results of previously validated test
- d. have experts determine whether the test accurately measures the current content of the job

ANSWER: a

26. What two strategies are typical methods that a researcher uses to acquire evidence for test-criterion relationships?

- a. criterion-related and correlation
- b. inference and intuition
- c. differential and selective
- d. predictive and concurrent

ANSWER: d

27. The head of HR at Megatherium Industries wants to use a cognitive ability test for applicants to a management position. If she wants to follow science-based methods in selection, but is unwilling to run a validation study, what approach should she use to test validation?

- a. use of best practices
- b. comparison of test results of high-performing and low-performing employees
- c. comparison of test questions with job content
- d. use of validity generalization

ANSWER: d

28. Which of the following is correct?

- a. A test can be reliable but not valid.
- b. Construct validity is another term for content validity.

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

- c. Bias refers to the reaction of test takers to a particular test.
- d. A test can be valid but not reliable.

ANSWER: a

29. What concept is defined as follows: the decrease in magnitude of the validity coefficient associated with measurement error of the predictor, the criterion, or both?

- a. sampling error
- b. regression
- c. attenuation
- d. differential prediction

ANSWER: c

30. Which of the following statements is true?

- a. Validity concepts in selection apply only to test scores.
- b. U.S. Labor Department guidelines suggest that tests with validity coefficients above .35 are very beneficial.
- c. U.S. Labor Department guidelines suggest that only tests with reliability coefficients above .55 should be used in selection.
- d. Employment tests have been shown to have no adverse impact on applicants.

ANSWER: b

31. What concept is defined by the following: “systematic errors in measurement, or inferences made from those measurements, that are related to different identifiable group membership characteristics such as age, sex, or race?”

- a. discrimination
- b. unfairness
- c. bias
- d. validity

ANSWER: c

32. Which of the following concepts refers to the use of different selection rules for different identifiable subgroups?

- a. subgroup differential
- b. subgroup bias
- c. subgroup norming
- d. subgroup fairness

ANSWER: c

33. Which employment test has been identified as being biased in favour of males?

- a. Bennett Mechanical Comprehension test
- b. Wonderlic Personnel test
- c. Toronto Police Service physical abilities test

Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

d. cognitive ability test

ANSWER: a

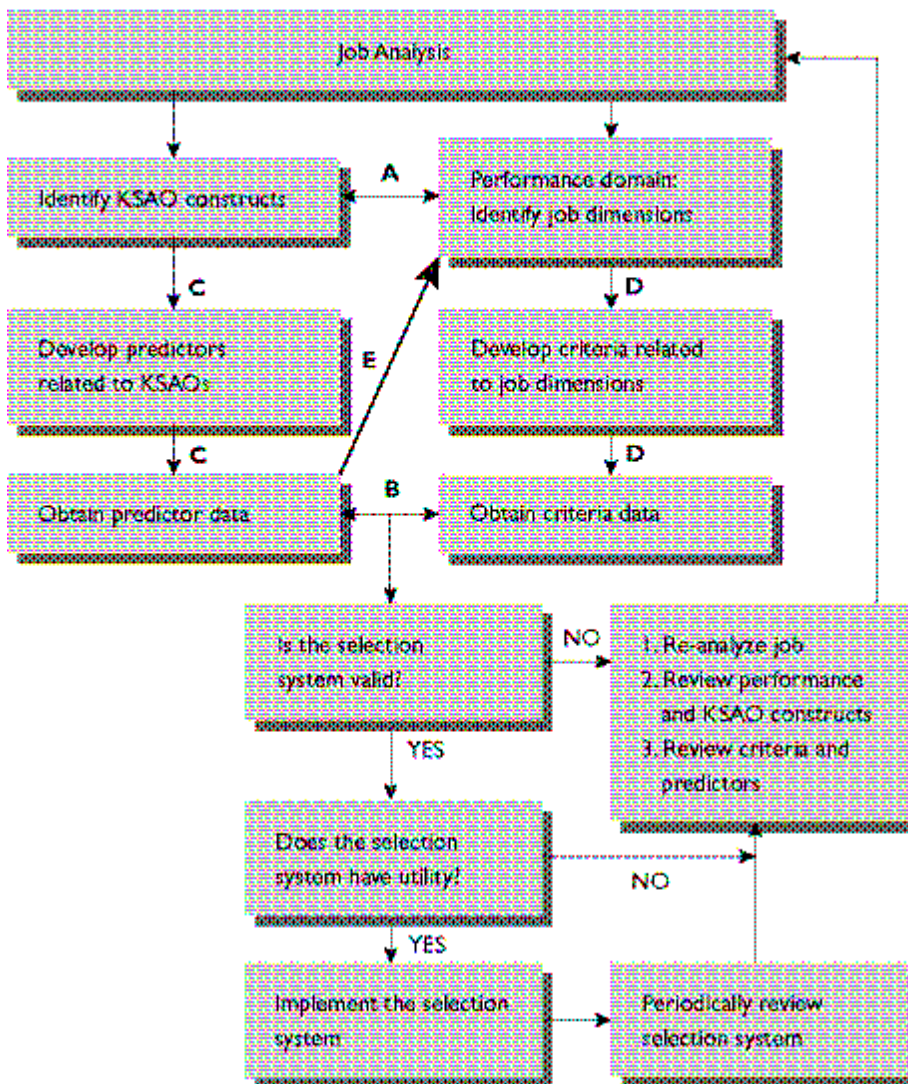
34. What concept is defined as the predicted average performance score of a subgroup?

- a. subgroup prediction
- b. differential prediction
- c. systematic prediction
- d. performance prediction

ANSWER: b

FIGURE 2.1

Job Analysis, Selection, and Criterion Measurements of Performance: A Systems Approach



35. Refer to Figure 2.1. What occurs if the selection system does not have utility?

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

- a. The job should be reanalyzed.
- b. The selection system should be reviewed.
- c. The selection system should be implemented.
- d. The selection system should be validated.

ANSWER: a

36. Refer to Figure 2.1. What relationship does line A represent?

- a. the relationship among job analysis, KSAOs, and performance management
- b. the relationship between the performance domain and the KSAOs that contribute to the job performance
- c. the relationship between the KSAOs and performance competencies
- d. the relationship among job analysis, KSAOs, and performance criteria and dimensions

ANSWER: b

37. Refer to Figure 2.1. What process does line D represent?

- a. validating the job analysis and identifying performance criteria
- b. clarifying the performance domain and utilizing the knowledge, skills, abilities, and other attributes' constructs
- c. defining the performance domain and developing related criterion measurements
- d. validating the selection system

ANSWER: c

38. Refer to Figure 2.1. What process does line C represent?

- a. validating the job analysis, knowledge, skills, abilities, and other attributes, and performance domain
- b. utilizing the knowledge, skills, abilities, and other attributes' constructs to clarify the performance dimensions
- c. translating the knowledge, skills, abilities, and other attributes' constructs into valid measurable predictors
- d. establishing criterion-related validity

ANSWER: c

39. Refer to Figure 2.1. What process does line E represent?

- a. validating the job analysis, knowledge, skills, abilities, and other attributes and performance domain
- b. predicting which applicants will be successful in their position
- c. utilizing the knowledge, skills, abilities, and other attributes constructs to clarify the performance dimensions
- d. translating the knowledge, skills, abilities, and other attributes constructs into valid measurable predictors

ANSWER: b

40. Employers must know the legal and professional standards in order to increase the likelihood that their selection processes are compliant.



## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

- a. True
- b. False

ANSWER: True

41. The employer's goal in selection is to hire an applicant who possesses the necessary knowledge, skills, abilities, and other attributes to perform the job being filled.

- a. True
- b. False

ANSWER: True

42. The goal of selection is to identify job candidates who have those attributes required for success on the job.

- a. True
- b. False

ANSWER: True

43. The HR manager focuses on one variable, usually job performance, in the selection process.

- a. True
- b. False

ANSWER: False

44. If an employer does not have a reliable and valid selection process, it can still make a correct guess about an applicant that will have positive benefits for the organization.

- a. True
- b. False

ANSWER: True

45. An employer's employment decisions must be rational and intuitive.

- a. True
- b. False

ANSWER: False

46. An employer's recruitment and selection process goal is to attract and hire an applicant who possesses the knowledge, skills, abilities, and other attributes to successfully perform the job.

- a. True
- b. False

ANSWER: True

47. Hiring decisions must be defensible; they must meet legal requirements and professional standards of reliability and validity.

- a. True
- b. False

ANSWER: True

48. The reliability coefficient is the degree that true scores correlate with one another.

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

- a. True
- b. False

ANSWER: False

49. Measurement error can be thought of as the hypothetical difference between an individual's observed score on any particular measurement and the individual's true score.

- a. True
- b. False

ANSWER: True

50. When candidates are asked different questions from one interview to the other, validity is reduced.

- a. True
- b. False

ANSWER: False

51. Validity is the degree to which observed scores are free from random measurement errors.

- a. True
- b. False

ANSWER: False

52. The principle that every test taker should be assessed in an equitable manner is known as equity.

- a. True
- b. False

ANSWER: False

53. Issues of fairness need to be determined statistically.

- a. True
- b. False

ANSWER: False

54. Achieving fairness often requires compromise between conflicting interests.

- a. True
- b. False

ANSWER: True

55. Choose a specific job you are familiar with and choose one characteristic that you think is critical to successfully performing that job. If you were the HRM hiring for this position, what would you consider in measuring the characteristic and job performance to ensure reliability and validity?

ANSWER: Answer the question by addressing science-based selection, reliability, and validity. Refer also to Figure 2.1, Job Analysis, Selection, and Criterion Measurements of Performance: A Systems Approach; Table 2.1, Human Resources Management: Science versus Practice in Selection; and Recruitment and Selection Notebook 2.2, Validity, which emphasizes the importance of job analysis, selection, and criterion measurements of performance, systems approach, and science-based selection. See also the example of the Toronto Police Service.

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

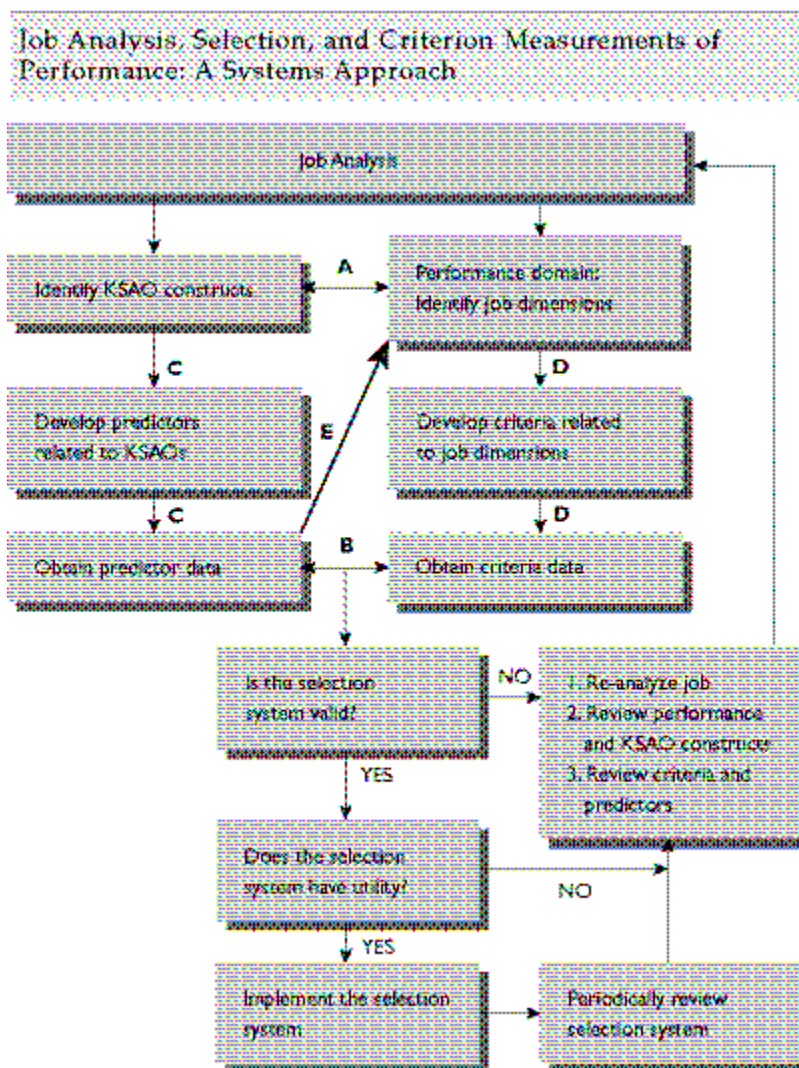
56. How does science affect the selection process?

**ANSWER:** To remove the guessing in selection, a selection system must be built on sound empirical support, be reliable and valid, and operate within a legal context.

- Hiring decisions must be defensible; they must meet legal requirements and professional standards of reliability and validity.
- The measures used to make the hiring decisions must be stable and provide job-related information.
- Employment decisions must be valid and meet legal requirements.
- Refer to Figure 2.1, Job Analysis, Selection, and Criterion Measurements of Performance: A Systems Approach, and Table 2.1, Human Resources Management: Science versus Practice in Selection.

57. Describe the process and components of selection model in Figure 2.1.

FIGURE 2.1



**ANSWER:** The job analysis information is used to identify the performance domain and also the knowledge, skills, abilities, and other attributes linked to job performance. Line A represents the relationship between the performance domain and the knowledge, skills, abilities, and other attributes that contribute to the performance of job tasks and behaviours. Line D represents the process of defining the performance domain and developing related criterion measurements. Line C represents the

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

process of translating the knowledge, skills, abilities, and other attributes' constructs into valid, measurable predictors. Line E represents predicting which applicants will be successful in their position. The final step in the selection process is to demonstrate that hiring decisions are based on the selection system's utility.

58. What is reliability? Identify three factors affecting reliability.

**ANSWER:** *Reliability* is the degree to which observed scores are free from random measurement errors.

Reliability is an indication of the stability or dependability of a set of measurements over repeated applications of the measurement procedure. Reliability refers to the consistency of a set of measurements when a testing procedure is repeated on a population of individuals or groups. In terms of testing, it is expected that a test will provide approximately the same information each time it is given to that person.

*Factors Affecting Reliability*

- Temporary individual characteristics: if a job candidate is quite ill or anxious, the know-how score may be affected and have a greater error component.
- Lack of standardization: changing the conditions under which measurements are made introduces error in the measurement process. For example, reliability is decreased if different candidates are asked different questions during interviews. If the environment varies in which candidates for the same job are interviewed, it will affect reliability.
- Chance: factors unique to a specific procedure introduce error into the set of measurements. If an employer has interviewed someone previously, that applicant will have a better chance of performing well in an interview with that employer again.

59. What is validity in selection? Describe four validation strategies.

**ANSWER:** *Validity* is the degree to which accumulated evidence and theory support specific interpretations of test scores in the context of the test's proposed use.

Evidence based on test content: this type of validity evidence comes from analyzing the relationship between a test's content and the construct the test is intended to measure. Evidence of validity based on test content can consist of either empirical or logical analyses of how well the contents of the test, and interpretation of the test scores, represent the construct.

Evidence based on relations to other variables: this type of evidence is based on an analysis of the relationship between test scores and other variables that are external to the test.

Predictive evidence for test-criterion relationships: *predictive* evidence is obtained through research designs that establish the correlation between predictor scores (know-how scores) obtained before an applicant is hired and criteria (performance scores) obtained at a later time, usually after an applicant is employed.

Concurrent evidence for test-criterion relationships: *concurrent* evidence is obtained through research designs that establish a correlation between predictor and criteria scores from information that is collected at approximately the same time from a specific group of workers.

60. Discuss face validity and explain whether it is based on the perceptions of the test taker or of experts.

**ANSWER:** *Face validity* is the degree to which the test takers view the content of a test or test items as relevant to the context in which the test is being administered. Face validity is based on the perceptions or opinions of the test taker, and not those of experts, that the test or items are related to the aims of the test in the situation in which it is being used.

Name: \_\_\_\_\_ Class: \_\_\_\_\_ Date: \_\_\_\_\_

## Chapter 2 Foundations of Recruitment and Selection I: Reliability and Validity

61. Scribe Engineering, a medium-sized information technology company, is having difficulties recruiting and retaining several of its administrative assistant positions. Traditionally, Scribe has used a practice-based selection process. As the new HRM, what would you suggest to the CEO?

*ANSWER:* Scribe Engineering should undertake a job analysis of an administrative assistant to determine the essential components of office administration work and the level of performance required for success (performance domain and knowledge, skills, abilities, and other attributes) and then create a series of tests to measure those components among administrative assistants.

Refer to Figure 2.1, Job Analysis, Selection, and Criterion Measurements of Performance: A Systems Approach; Table 2.1, Human Resources Management: Science versus Practice in Selection; and Figure 2.5, Validation Strategies, which emphasizes the importance of job analysis, selection, and criterion measurements of performance, systems approach, and science-based selection.

62. Since TS Inc. is a small, growing aviation company, the CEO makes the hiring decisions based on his years of experience as well as his gut feeling. He started the business 10 years ago with 10 employees and the company has grown to over 30 employees. The CEO has asked you, the HRM, to explain some of the differences between the use of his practice-based selection approach and an empirical-based process. Also explain what challenges you anticipate he would face in using validation techniques.

*ANSWER:* Validation studies require relatively large numbers of hires. The challenge for TS Inc. is that it does not hire many people.

Refer to Table 2.1, Human Resources Management: Science versus Practice in Selection, and Recruitment and Selection Notebook 2.2, Validity.

63. What is bias in selection?

*ANSWER:* *Bias* refers to systematic errors in measurement, or inferences made from those measurements, that are related to different identifiable group membership characteristics such as age, sex, or race.

64. What is fairness? Why is it an important concept in selection?

*ANSWER:* *Fairness* in measurement refers to the value judgments people make about the decisions or outcomes that are based on those measurements. Fairness is the principle that every test taker should be assessed in an equitable manner. Issues of fairness cannot be determined statistically or empirically. Fairness involves perceptions. It is important from a business, ethical, and legal standpoint to have tests that are scientifically sound; it is also important to have procedures that are perceived as fair. From a business perspective, the adverse reactions to selection tests and procedures may impair the ability of the organization to recruit and hire the best applicants.