



AGCAS

The Association of Graduate
Careers Advisory Services

Psychometric Assessment Task Group

Taking a test if you have a disability

Many employers using online tests to assess candidates can make adjustments for applicants with disabilities. However, the employer needs to know, with sufficient warning, that an adjustment is required. An example would be allowing extra time to take a test but there are other adjustments, some are listed below in 'key points and tips'.

Do not assume that all employers using tests will be aware of the different types of adjustments that can be made. A lot of the time, organisations know about giving extra time but are less familiar with other adjustments.

It might be that organisations signed up to the 'Disability Confident scheme' will be more knowledgeable about adjustments ([view employers that have signed up to the scheme](#)). Companies signed up also tend to display the Disability Confident logo on the recruitment section of their website.

Employers may well have supported other candidates with adjustments so be able to make some suggestions. But, if an employer is not familiar with adjustments for online tests, you could think about what adjustment/s you think you would need. Ways of identifying what adjustment/s would work for you:

- There are some examples below (in 'Key Points and Tips') that might chime with you
- Take a free, online practice psychometric test. Because you would be taking the test without adjustments, you would be able to get a better idea of what you need in place to perform to the best of your abilities
- Think back to tests you have had in the past and reflect on what changes would have been useful

The [BPS Psychological Testing Centre](#) might also be able to advise.

Key points and tips

If you are applying for jobs with organisations that use tests as part of recruitment:

- If you think taking psychometric tests or game-based assessments puts you at a disadvantage because of your disability, ask for an adjustment and do this as early as possible e.g. when you are invited to take a test. It may take some time for the employer to identify the right adjustment and put it in place.
- It is much harder to ask for adjustments after you've already started, or completed, a test. When you begin a test there is usually at least one practice questions to try out first, but these are often easier/clearer than the questions in the rest of the test.
- Adjustments are there so you can complete tests to the best of your abilities. Because of the nature of your disability, it might be unfair for you take these tests without an adjustment. For instance, the hypothetical questions asked in situational judgement tests (SJTs) can be very tricky for some autistic candidates.

- The standard adjustment that employers give is 25% extra time. However, 25% extra time might not be an effective adjustment for you, so you might need more time than that, or need a different change to be made.
- Someone who is dyslexic might find any psychometric test hard to complete in the allotted time. 25% extra time could be a useful adjustment, but you might feel that you need 50% extra time, or for the timer to be removed altogether.
- Examples of some of the adjustments that can be made for psychometric testing:
 - Compatibility with text-to-speech software or a modification like larger text.
 - Access to a reader or scribe.
 - Some example answers which clarify what the employer is looking for.
 - Extra time or having the timer removed.
 - An alternative assessment (e.g. a video interview instead of a telephone interview) or doing a written version of an online test.
 - Extending the deadline that you need to complete the test by.
- Lowering the pass mark for a test isn't likely to be offered as an adjustment.
- For game-based assessments and other psychometric tests, it's sensible to have a chat with the employer about what adjustments are available/possible. The employer may well have had experience of supporting other disabled candidates, so might have some helpful suggestions.
- You might feel that you don't need any adjustments at all during the graduate recruitment process. For you, it might just be a case of clarifying any unclear instructions with the employer.

These tips have been supplied by Edmund Lewis, University of Westminster and co-chair of the AGCAS Disability Task Group.

Useful resources

Your Careers Service

The staff working in your university's careers service will be able to advise and support you including providing information about tests and opportunities to practise taking them.

The AGCAS Disability Task Group

The [Reasonable Adjustments – Neurodiversity](#) resource isn't aimed solely at adjustments for testing but elements of it may be useful nonetheless.

The [DTG blog](#) features interviews with employers and organisations; some of them touch on advice around adjustments and the post [supporting graduate scheme applicants with a disability](#) includes adjustments for psychometric testing. The 'key points and tips' above are taken from this post.

The British Psychological Society Psychological Testing Centre

The BPS have a '[Test Takers Guide](#)' that includes a short section about disability and tests (look under 'Taking a Test'). The BPS also have three guides covering hearing loss and deafness, visual impairment and dyslexia. These are written for recruiters and not test takers but they illustrate adjustments that can be made (look under 'Disability Issues'):

Test producers

Companies that design and sell tests to employers usually provide guidelines on adjustments. Examples include:

- [SHL](#) produce a wide range of tests used in selection by many employers in the UK. The company have a website with examples of their tests to practise, tips on taking tests and a [section about accessibility written for test takers](#). This includes some examples of adjustments.
- [TalentLens](#) (part of the Pearson group) is another company that sells tests including the Watson Glaser critical thinking test. [Their page on reasonable adjustments is written for employers using their tests but includes examples of the adjustments](#).
- [Talent Q](#) provide practice tests and FAQs that include 'special requirements'

*Laura Hooke, Loughborough University London and member of the AGCAS Psychometric Assessment Task Group
Edmund Lewis, University of Westminster and co-chair of the AGCAS Disability Task Group
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