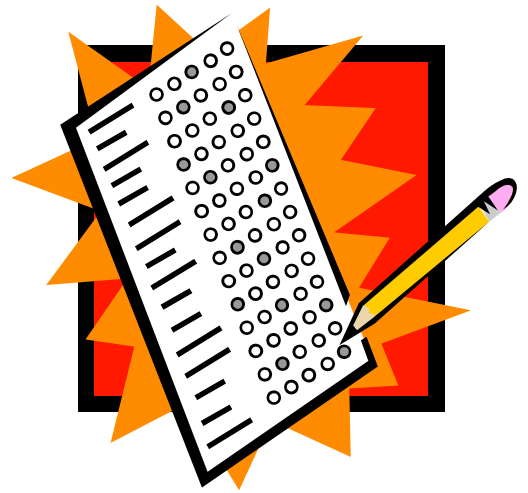


# TRAINER'S Must-Knows

## Quickest Start-up Guide for Powerful Short Tests



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Articulating your learning objectives will help YOU select and organize course content, and determine appropriate assessments.

When these objectives are not aligned, trainees might rightfully complain that the test did not have anything to do with what was covered in their session, or instructors might feel that learners haven't really mastered the material at the appropriate level.

**Assessments or Tests Serve Different Purposes:**

## Tests for Improving Memorization Capacity

- ✚ Are best articulated by objective test items that require trainees to recall or recognize information: Fill in the Blank.
- ✚ Also utilized by Multiple Choice (MCQ) items with question stems such as, "what is a...", or "which of the following is the definition of" Labeling diagrams.

[See Memory and NLP ready-made tests](#)

## Tests for Cognition

Here, best used types are: Psychometric, MCQs, oral and written exams, problem solving, group discussions, concept maps, take-home assignments that require (oral or written) general understanding and grasp of a concept.

[See Anger Management and Relaxation readymade tests](#)

[See Communication Skills readymade tests](#)

[See Influence and Persuasion readymade tests](#)

## Tests for Execution Skills

Tests for trainees who use procedures to solve or complete familiar or unfamiliar tasks require trainees to determine which procedure(s) are most appropriate, given the situation. Best tests types may include: [Case studies](#), psychometric, problem sets, performances, labs, prototyping, simulations, papers, oral/written exam questions, problem solving, group discussions, concept maps, homework assignments

[See Project Management readymade tests](#)

[See Team Building readymade tests](#)

[See Time Management readymade tests](#)

## Tests for Analytical Skills

Trainees have to discriminate when selecting information, relevant or irrelevant; determine how elements function together; or determine bias, values or underlying intent in presented materials. This might include: psychometric, case studies, critiques, labs, papers, projects, debates, concept maps, etc.

[See Decision Making and Problem Solving readymade tests](#)

## Tests for Evaluation skills:

For this type of assessments it's recommended to use a range of activities that require students to test, monitor, judge or critique readings, performances, or products against established criteria or standards. These activities might include: Psychometric, MCQs, journals, diaries, critiques, problem sets, product reviews, [case studies](#).

[See Train the Trainer Tests](#)

[See Leadership Tests](#)

## Tests for Creativity Skills

Research projects, musical compositions, performances, essays, business plans, website designs, prototyping, set designs.

**To access free, readymade training resources for managing training events visit this link:**

<http://www.trainersbox.net/free-training-resources.html>

Good luck and wishing you a fantastic training experience!

**Customer Excellence Team**

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