

## SITUATION TEST

### EXAMPLE QUESTIONS

#### Question One

This question is taken from a Situational Judgement Test that asks candidates to choose the most effective and the least effective responses from a list of five.

1) Everyone in your department has received a new computer system except for you.

What would you do?

Please choose the most effective and the least effective responses:

- A - Assume this is a mistake and speak to your manager.
- B - Confront your manager regarding why you are being treated unfairly.
- C - Take a new computer from one of your colleagues.
- D - Complain to [Human Resources](#).
- E - Quit.

#### Answers to Question One

- A - This is the **most effective** response available from the list. If you have not been given appropriate equipment to do your job, then speaking to your manager (who has responsibility for ensuring you are given the correct equipment) is the right thing to do.
- B - It is not right to assume you have been treated unfairly, until you have spoken to your manager.
- C - Although you have not been given a new computer and your colleagues have been, it would not be right to take someone else's computer. This does not fix the problem, just moves the problem on to someone else.
- D - Making a complaint would be a good decision if your manager fails to act after you have spoken to them, but you should speak to them first.
- E - This is the **least effective** response available from the list. Quitting would be ridiculous, after what is effectively only a small problem.

#### Question Two

This question is taken from a Situational Judgement Test that asks candidates to rank the available responses from **most effective** to **least effective** in number order.

2) You are aware that large amounts of company property have been going missing over the past couple of weeks. You have noticed one of your colleagues putting stationary and other equipment from the office into her bag on a number of occasions and suspect that she is responsible.

What is your response to the situation?

Rank the following options in number order from the **least effective** to **most effective** response, with (5) being the least effective and (1) being the most effective.

- A - Gather more evidence and catch her red handed.
- B - Confront your colleague and ask her about what you have noticed.
- C - Inform your manager that you suspect your colleague is stealing.
- D - Don't do anything, if guilty your colleague will be caught.
- E - Privately ask some of your colleagues if they have noticed anything suspicious recently.

### Answers to Question Two

- 5 (least effective) - **D**

This would be the worst option from the list. This option does not resolve the issue. You have not addressed why this behaviour is occurring, confronted your suspicions or informed anyone else. This activity is illegal and may now continue indefinitely.

- 4 - **A**

In this option you are not taking decisive action. Instead, you are spying on your colleague and wasting your own time. In the meantime more hospital property may be stolen.

- 3 - **E**

In this option, you are at least doing something, but are still not taking any decisive action. Gathering further information will not necessarily bring about a resolution or allay your suspicions, will not prevent further theft and may lead to misplaced rumours being spread about your colleague, who may quite possibly be innocent.

- 2 - **C**

By doing this you take decisive action and draw your problem to the attention of someone senior, who can deal with the situation through the correct channels. However, you might be wrong and you haven't given your colleague the chance to explain their actions first.

- 1 - (most effective) **B**

This is the best option from the list as it allows you to discuss the issue directly with your colleague addressing your suspicions and clearing any doubt or ambiguity. On the basis of this outcome you would then proceed to option C.

### Question Three

This question is taken from a Situational Judgement Test that asks candidates to choose **only** the most effective response from a list of four.

3) At the end of a busy day at work, you accidentally send an e-mail containing an attachment with some confidential client information to the wrong person.

Which of the following would be the best thing to do?

- A - Decide to leave the office and deal with any problems tomorrow.
- B - Decide to overlook your error, send the e-mail to the correct person and leave things like that.
- C - Immediately send a follow up email to the "wrong" person, or if possible telephone them explaining your mistake. Then send the email to the correct person.
- D - Find your manager, explain what has happened to them and let them deal with any problems.

### **Answers to Question Three**

- A - This is the least effective decision. In this scenario, you would have sent the wrong person the important email, but not have sent the correct individual the email.
- B - This is not an effective decision. Although you do send the email to the correct person, you do not rectify the error you have made, which you must do.
- C - This is the most effective decision. In this scenario you explain your mistake to your colleague and send the email to the correct person.
- D - This is not an effective decision. If the contents of your email are very confidential then it would be a good idea to explain your mistake to your manager. However, it is not necessary to pass this type of issue to your boss to deal with, when you could quite easily deal with this yourself.

### **SAMPLE QUESTIONS FOR NIFT SITUATION TEST**

1.Design an office organizer with a pen stand ,al-pin & u-clip container and an open box to keep envelops and a stapler holder.

2.Design a vanity case for a female with the provisions to keep lipsticks, nail paint, safety pins and a perfume bottle

3.Design a 3d paper weight for an executive.

4. Design a stage for rock concert.

Material provided :

1.Card Board A4 size

2.Pastel Paper sheet A4 size of different colour

3.Copper wire

4. Tape roll

5.Cotton rope

6.Al-pins

7.plasticin clay

8.Ivory sheets

9. Golden and silver paper A4 size