



QUINTAX 2 IS LAUNCHED!

HOW TO BECOME A USER

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A new updated Quintax website has been launched for assessing personality at work. Whether you are new to Quintax, or have met it before, find out here how to set up a website account!

WHAT IS A QUINTAX ONLINE ACCOUNT?

- All Quintax assessments and reports are conducted using the Quintax Online website.
- As a Quintax user you are provided with your own personal account – like a dashboard – so that you can manage invitations and generate reports. These help provide information to support the selection and development of people at work.
- Use of the website is charged either on the basis of pre-paid units which can be ordered through the user's account, or via an annual license fee by negotiation.
- On the unit purchase model, the cost per assessment depends on the reports chosen but varies from as little as £25 + VAT per assessment. On the annual license model, usage during the year is unrestricted.

I AM NOT CURRENTLY QUALIFIED IN PERSONALITY ASSESSMENT – WHAT DO I DO?

You will first need to qualify as a Quintax Authorised User. You can choose either the rapid qualification route or the British Psychological Society (BPS) Test User route.

- The **rapid qualification route** involves 2 days of Quintax specific training which covers everything you need to become an independent user of Quintax.
- The **BPS Test User route** requires qualification as a BPS Test User Ability and Test User Personality. The training needed to achieve this depends on your current qualifications in testing. See the training section below for more details.
- On successful completion of your training we will set up your Quintax Online account with 100 included units. This will enable you to conduct assessments and pull down reports.
- We will also give you access to some short video clips to support your use of the Online account.
- We will be there to help via email and telephone if you have any queries about operating the new site.
- We will soon be launching a new promotion website at www.quintax.co.uk to provide additional information, blog support, and other helpful resources for using Quintax.

I AM TRAINED IN QUINTAX BUT HAVEN'T USED IT RECENTLY – WHAT DO I DO?

- Get in touch and we can create an account for you on the new website with 25 FREE units for trial purposes. We will then send you details of your login and password. This will enable you to conduct an assessment and pull down some reports.
- There is no charge for setting up your account. If you continue to use Quintax after the trial, we will ask you to decide which charging model you prefer to take up – either unit based or by annual license.
- We will also give you access to some short video clips to enable you to see how things work.
- We will be there to help via email and telephone if you have any queries about operating the new site.
- We will soon be launching a new promotion website at www.quintax.co.uk to provide additional information, blog support, and other helpful resources for using Quintax.

I AM QUALIFIED IN ANOTHER PERSONALITY MEASURE BUT NOT QUINTAX – WHAT DO I DO?

- You will need first to register as a Quintax Authorised User by purchasing a Quintax Starter Pack. This includes setting up your Online account with 100 included units, a Quintax User Guide, and the option of attending a free one day training course to gain familiarisation.
- This will enable you to conduct assessments and pull down reports.
- We will also give you access to some short video clips to support your use of the Online account.
- We will be there to help via email and telephone if you have any queries about operating the new site.
- We will soon be launching a new promotion website at www.quintax.co.uk to provide additional information, blog support, and other helpful resources for using Quintax.

WHAT ARE THE QUINTAX TRAINING OPTIONS?

1. WHAT ARE THE RAPID QUALIFICATION ROUTES TO BECOMING A QUINTAX USER?

- If you have **no qualifications** in psychometric assessment you can complete a 2 day Quintax Qualifying Training Course (2 days) to become a Quintax Authorised User. This includes a Starter Pack as part of the course fee*. The Starter Pack contains a Quintax User Guide (this includes a Quintax Technical Manual and Interpretation Guide), and an on-line account with 100 usage units (enough to assess up to 4 people).
- If you are **already qualified** as a user of a personality questionnaire, you can start working with Quintax straightaway. All you need to do to become a Quintax Authorised User is to purchase a Starter Pack (described above)* and you can begin assessing people immediately. In addition, you will be offered FREE optional attendance at a Quintax Conversion Training Course (1 day). At the training course you will be able to meet an expert in Quintax to discuss what it measures, how it is intended to reflect a modern scientific tool approach to personality, how it is best applied and fed back in the workplace in terms of individual and team based assessments. Attention is also paid to the best ways in which the range of new reports on the Quintax website can be used to maximize the value of its outputs to users and respondents alike.

2. WHAT ARE THE BPS ROUTES TO BECOMING A QUINTAX USER?

- If you have **no qualifications** but would like to follow a British Psychological Society route, you can complete this with us via our BPS Assistant Test User + Test User Ability course, followed by our BPS Test User Personality (Quintax) course. Each of these courses lasts 3 days with prices* discounted when they are booked together. All our TUP delegates receive a Starter Pack as described above.
- If you are **already registered** with the BPS as an Assistant Test User + Test User Ability on their Register of Qualifications in Test Use, you can join us just for our Test User Personality (Quintax) course mentioned above.
- If you are **already registered** with the BPS as a Test User Personality based on another instrument then you count as a qualified user of another personality questionnaire and you can use Quintax immediately as described above. Alternatively, if you would like to register Quintax with the BPS as an 'additional instrument' you can do so by following the Quintax Conversion Training Course (1 day) and by completing an associated, BPS Verified, Quintax Exercise Portfolio. This option also includes a Starter Pack as described above. The price* covers the assessment of the completed exercise portfolio for the BPS additional instrument qualification together with BPS affirmation of competence as appropriate.

3. DO YOU HAVE ANY IN-COMPANY OR OTHER OPTIONS?

- All of our training courses can be run in-company as desired. We offer in-company course pricing* on a banded basis for up to 4 delegates, 5-8 delegates, and 9-12 delegates.
- We can offer a package price* to cover all your needs for in-company training and Quintax account usage on either a unit charging or annual license basis.
- As an alternative to training and/or managing your own account, we can provide a Bureau Service for delivery of Quintax assessment as and when required. This includes assessment, feedback to respondent, and feedback to user/panel with reports as appropriate.

QUERIES

Further details can be obtained and queries can be raised with Stuart Robertson or Derek Wilkie at Stuart Robertson & Associates Ltd, Empress Buildings, 380 Chester Road, Manchester, M16 9EA. Further information is also available at www.sr-associates.com

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* All prices on application.