



# S.S.G. PAREEK P.G. COLLEGE



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Date: 8 January 2024

## Circular

All the faculty members are hereby informed that the institute has scheduled a seven days **Training Program (Non-Teaching) "Parimarjan"** on "**Psychometric testing**" for **Non-Teaching Staff** from **18 January 2024 to 24 January 2024**

The brief date wise Itinerary of the event is as under:

Day	Date	Time	Topic	Resource Person
1	18.1.2024	1 PM to 3 PM	Inauguration Interest Test	Prof. Krishna Gupta
2	19.1.2024	1 PM to 2:30 PM	Emotional Intelligence Test	Prof. Pankaj Nagar
3	20.1.2024	1 PM to 2:30 PM	Self Esteem	Dr. Kulvinder Singh
4	21.1.2024	1 PM to 2:30 PM	Personality Test	Mr. Manish Goyal
5	22.1.2024	1 PM to 2:30 PM	Cognitive Ability Test	Mrs. Shalini Gill Pareek
6	23.1.2024	1 PM to 2:30 PM	Discussion	Mr. Jitendra Saran
7	24.1.2024	1 PM to 2:30 PM	Self Assessment Test Valedictory	Prof. Ashok Agarwal

All the Non-Teaching staff members are requested to attend the sessions.

On the completion of the event, the proper certificate shall be conferred to the participants who have attended all the sessions. It is further to be noted that every day there will be short multiple-question tests to ascertain what you have understood during the session.

All are requested to comply with the instructions.

Copy to:-

Central Office  
All Department Heads  
IQAC

  
Principal  
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## Report on Training Program on

Psychometric Testing For Non Teaching Staff

(Period-18<sup>th</sup> January 2024 to 24 January 2024)

### Back Ground

A Faculty Development Program (FDP) on psychometric testing aims to equip participants, usually educators or professionals, with the knowledge and skills to effectively use psychometric tests. These programs cover topics such as test construction, validation techniques, reliability analysis, and interpretation of test results. Participants gain insights into various types of psychometric assessments, their applications in education or organizational settings, and ethical considerations related to their use. The goal is to enhance participants' understanding and proficiency in utilizing psychometric tests for research, counseling, or organizational development purposes.

### Objective

The objectives of a Faculty Development Program (FDP) on psychometric testing typically include providing participants with a comprehensive understanding of psychometric principles and practices. These programs aim to familiarize educators and professionals with the theoretical foundations of psychometrics, such as reliability, validity, and norming procedures. Participants learn practical skills in selecting, administering, and interpreting various types of psychometric tests, including personality assessments and cognitive tests. Ultimately, the goal is to equip participants with the knowledge and skills necessary to apply psychometric testing effectively in their respective fields, enhancing their ability to make informed decisions based on test outcomes and contribute to the development of reliable assessment practices.

  
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## Program Overview

The program overview of psychometric testing typically provides a comprehensive overview of key topics. This includes covering the theoretical foundations of psychometrics, such as reliability and validity, and practical aspects like test selection, administration, and interpretation. Participants also learn about different types of psychometric tests, their applications in various fields, and ethical considerations in their use. The program often includes hands-on exercises, case studies, and discussions to enhance understanding and application skills. By the end, participants are equipped with the knowledge and tools needed to effectively utilize psychometric testing in educational, clinical, or organizational contexts.


The session-wise program of the program will include:


Each day module of the session is as under:

Day	Date	Time	Topic	Resource Person
1	18.1.2024	1 PM to 3 PM	Inauguration Interest Test	Prof. Krishna Gupta
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 Kanti Chandra Road, Banipark, Jaipur-302016 (Raj.)

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 Tel. : 0141-2202167

E-Mail : [info@ssgpareelpgcollege.com](mailto:info@ssgpareelpgcollege.com)



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## Day-wise Report on Training Program

A seven-day Training Program was organized in the institute from **18 January 2024 to 24 January 2024**. The day-wise report in the brief is being encapsulated for the reference of all concerned.

### Day 1

The first day of the Program commenced with the **formal welcome** of all participants by Principal **Prof. N. M. Sharma** and Vice Principal **Dr. Anju Pareek**. They welcomed all the participants in the Training Program. The resource person **Prof. Krishna Gupta**, University of Rajasthan, was also welcomed by the Principal and Vice Principal.

After the formal welcome the session on Psychometric testing for Success in the Workplace, led by Prof. Krishna Gupta, marked the beginning of the program with a formal opening ceremony.

He focuses on the construction, validation, and practical application of interest tests in educational and career counseling contexts. Participants learn how to administer and interpret these tests to guide individuals in making informed decisions about their academic and professional paths. Gupta emphasizes the theoretical foundations, methodology, and ethical considerations essential for effectively using interest tests to support career development and educational planning.

### Day 2:

On the second day of session on Emotional Intelligence (EI) tests, participants delve into the fundamental theories and practical applications of EI assessments. The session begins with an exploration of the core components of emotional intelligence, including self-awareness, self-regulation, empathy, and social skills. Professor Nagar guides participants through the construction and validation processes of EI tests, emphasizing the importance of reliability and validity in assessment tools.

**Day 3 :** On the third day of session on self-esteem, participants delve into the concept's psychological underpinnings, assessment methods, and practical applications. The session emphasizes understanding factors influencing self-esteem development, reliable assessment tools, and interventions to nurture healthy self-perception. Participants gain insights into the impact of self-esteem on mental health, relationships, and professional success, learning practical strategies to enhance personal well-being and confidence. Ethical considerations in self-esteem assessment and interventions are also discussed, ensuring a comprehensive approach to fostering positive self-esteem in diverse contexts.

Kanti Chandra Road, Banipark, Jaipur-302016 (Raj.)

Tel. : 0141-2202167

E-Mail : [info@ssgpareepgcollege.com](mailto:info@ssgpareepgcollege.com)

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## Day 4:

On the fourth day of session on personality tests for a Faculty Development Program (FDP), participants engage in a comprehensive exploration of personality assessment tools. The session covers the theoretical foundations of personality psychology, emphasizing different models and their applications in educational and organizational contexts. Practical aspects such as test selection, administration techniques, and interpretation methods are discussed, enabling participants to understand how personality assessments can be utilized to enhance teaching, leadership effectiveness, and team dynamics. Ethical considerations in administering and interpreting personality tests are also addressed to ensure responsible use in professional settings.

## DAY 5:

On the fifth day of the session, Shalini Gill conducted an in-depth exploration of Cognitive Ability Tests, focusing on their importance and application in both educational and professional environments. Gill highlighted that these tests are crucial for evaluating an individual's logical reasoning, numerical skills, and problem-solving abilities. She emphasized their practical implications in selecting suitable candidates for various roles and improving overall organizational efficiency. The session underscored the value of Cognitive Ability Tests in gaining a deeper understanding of individual capabilities and aligning them with appropriate career paths.

## DAY 6:

On January 23, 2024 the sixth session of the Seven-Day FDP on Psychometric Testing commenced at 8:30 am. This session served as a recap of the preceding five sessions, covering topics such as Career Tests, Emotional Intelligence Tests, Self-Esteem Tests, and Personality Tests. The counselor illustrated the influence of personality disorders through real-life examples and discussed the profound impact of social media on students' mental health. Emphasizing the role of mentors, she urged them to address social media addiction among students and explore issues related to self-esteem.

  
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## Day 7:

Seventh day of session begins with an exploration of the importance of self-awareness in personal and professional development. Professor Agrawal guides participants through various self-assessment methodologies, emphasizing their role in identifying strengths, weaknesses, and personal growth opportunities.

Participants gain practical insights into administering and interpreting self-assessment tests, learning how to utilize these tools effectively for career planning, leadership development, and personal improvement. Case studies and interactive discussions illustrate the relevance of self-assessment in fostering continuous learning and goal setting.

He said that the Valedictory session served as an opportunity to celebrate the accomplishments of the participants and acknowledge their commitment to learning.

Certificates may have been distributed to recognize their successful completion of the program.

  
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## Attendance List of the Participants

S. No.	Name of Employee	Signature
1	Mr. Rahul Pareek	Rahul
2	Mr. Ram Ratan Sharma	रामरतन
3	Mr. Ravi Kumar	Ravi
4	Mr. Rahul Dutta	Rahul Dutta
5	Mr. Surendra Singh	Surendra Singh
6	Mr. Vishnu Sharma	Vishnu Sharma
7	Mr. Anshul Pareek	Anshul
8	Mrs. Jyoti Sharma	Jyoti
9	Mr. Naveen Mishra	Naveen
10	Mr. Himanshu Mathur	Himanshu
11	Mr. Munesh Kaushik	M Kaushik
12	Mr. Nikhil Sharma	Nikhil
13	Mr. Deepak Jangid	Deepak
14	Ms. Vandana Sharma	Vandana
15	Mr. Jitendra Kumar Yogi	Jitendra Yogi
16	Mr. Sanjay Singh	Sanjay
17	Ms. Arti Sharma	Arti
18	Mrs. Neelam Kanwar	Neelam
19	Mr. Vijay Kumar Pipaliwal	Vijay
20	Mr. Mahesh Singh Rajpoot	Mahesh



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#### 4. Presenter Knowledge:

- How knowledgeable were the presenters in delivering the sessions?
  - Extremely knowledgeable
  - Knowledgeable
  - Average
  - Not very knowledgeable
  - Not knowledgeable at all

#### 5. Learning Impact:

- To what extent do you feel the FDP improved your understanding and skills in psychometric testing?
  - Significantly improved
  - Improved
  - Neutral
  - Did not improve much
  - Did not improve at all

#### 6. Practical Application:

- Did you gain practical insights that you can apply in your professional role?
  - Yes, definitely
  - Yes, somewhat
  - Neutral
  - No, not really
  - No, not at all

#### 7. Overall Satisfaction:

- How satisfied are you with the FDP on psychometric testing?
  - Very satisfied
  - Satisfied
  - Neutral
  - Dissatisfied
  - Very dissatisfied

  
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## Training Program

On

**Psychometric testing" for Non-Teaching Staff"**

**18 January 2024 to 24 January 2024**

Dear Participant,

Thank you for attending the Training Program on " Psychometric testing" for Non-Teaching Staff"

for Non-Teaching Staff". Your feedback is essential to help us improve future sessions and better meet your needs. Please take a few moments to provide your feedback.

**1. Session Relevance:**

- How relevant were the sessions on psychometric testing topics to your professional development needs?
  - Very relevant
  - Somewhat relevant
  - Neutral
  - Not very relevant
  - Not relevant at all

**2. Content Clarity:**

- How clear and effective were the concepts and methodologies explained during the sessions?
  - Very clear and effective
  - Clear and effective
  - Neutral
  - Unclear
  - Very unclear

**3. Session Organization:**

- How would you rate the organization and structure of each session?
  - Excellent
  - Good
  - Average
  - Poor
  - Very poor

**4. Presenter Knowledge:**

- How knowledgeable were the presenters in delivering the sessions?
  - Extremely knowledgeable
  - Knowledgeable



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- Average
- Not very knowledgeable
- Not knowledgeable at all

## 5. Learning Impact:

- To what extent do you feel the FDP improved your understanding and skills in psychometric testing?
  - Significantly improved
  - Improved
  - Neutral
  - Did not improve much
  - Did not improve at all

## 6. Practical Application:

- Did you gain practical insights that you can apply in your professional role?
  - Yes, definitely
  - Yes, somewhat
  - Neutral
  - No, not really
  - No, not at all

## 7. Overall Satisfaction:

- How satisfied are you with the FDP on psychometric testing?
  - Very satisfied
  - Satisfied
  - Neutral
  - Dissatisfied
  - Very dissatisfied

## 8. Improvement Suggestions:

- Please provide any suggestions or comments for improving future FDPs on psychometric testing.

## 9. Demographic Information:

- Optional: Please provide your role (e.g., educator, counselor, researcher) and any other relevant information.

Thank you for taking the time to complete this feedback form. Your input is greatly appreciated and will be used to enhance the quality and effectiveness of our future training programs.

Sincerely,

[S.S.G. Pareek P.G. College]

  
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## Test Questions for all Days Session

Result Analysis - 90% participants felt that the session was excellent and/or 10%. It was a very good session.

### Day 1 :

#### QUESTION 1

According to Professor Gupta, what are the key aspects emphasized in the context of interest tests?

- A. Construction and validation
- B. Career counseling techniques
- C. Ethical considerations only
- D. Theoretical foundations and practical application

#### QUESTION 2

What is the primary purpose of learning how to administer and interpret interest tests in educational and career counseling?

- A. To diagnose personality disorders
- B. To guide academic and professional decisions
- C. To enhance emotional intelligence
- D. To improve social skills

### Day 2 :

#### QUESTION 1

Which of the following is not a primary competency assessed in Emotional Intelligence (EI) tests?

- A. Self-awareness
- B. Logical reasoning
- C. Relationship management
- D. Self-regulation
- QUESTION 2

  
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What is the purpose of assessing empathy in Emotional Intelligence (EI) tests?

- A. To measure interpersonal skills and understanding others' emotions
- B. To assess problem-solving abilities
- C. To evaluate memory retention
- D. To gauge attention to detail

## Day 3 :

### QUESTION 1

On a scale from 1 to 5, where 1 is "Strongly Disagree" and 5 is "Strongly Agree," rate the following statement: "I feel that I am a person of worth, at least on an equal plane with others."

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

### QUESTION 2

Imagine you have successfully completed a challenging project. How likely are you to attribute the success to your abilities and efforts?

1. Very unlikely
2. Unlikely
3. Neutral
4. Likely
5. Very likely


## Day 4 :

### QUESTION 1


On a scale from 1 to 5, where 1 is "Not at all" and 5 is "Extremely," rate the extent to which the following statement describes you: "I am open to trying new experiences and activities."

- Not at all
- Slightly
- Moderately

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- Very
- Extremely

When faced with a conflict at work, how often do you remain calm and seek a constructive resolution?

- Never
- Rarely
- Sometimes
- Often
- Always

## Day 5 :

### QUESTION 1

If all roses are flowers and some flowers fade quickly, which of the following statements must be true?

- Some roses fade quickly.
- All flowers fade quickly.
- Some flowers do not fade quickly.
- No roses fade quickly.

### QUESTION 2

What is the next number in the sequence: 2, 6, 12, 20, \_\_\_?

- 28
- 30
- 32
- 36

## Day 6 :

### QUESTION 1

According to the counselor, what is a significant impact of social media on students' mental health?

- Improved academic performance
- Enhanced social skills
- Addiction and negative effects on mental health
- Increased physical activity

### QUESTION 2

  
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What role did the counselor emphasize mentors should play in students' lives?

- Encouraging participation in sports
- Addressing social media addiction and self-esteem issues
- Providing financial support
- Organizing social events

## Day 7 :

### QUESTION 1

- According to Professor Agrawal, what is the role of self-awareness in personal and professional development?
- It helps in making quick decisions.
- It identifies strengths, weaknesses, and personal growth opportunities.
- It enhances physical fitness.
- It reduces the need for self-assessment.

### QUESTION 2

How can participants use self-assessment tools effectively, as taught by Professor Agrawal?

- For improving physical health
- For financial planning
- For career planning, leadership development, and personal improvement
- For organizing social events

  
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"परिभाषा"

FACULTY DEVELOPMENT PROGRAMME  
(NON-TEACHING)

## FDP ON PSYCHOMETRIC TESTING

18 JANUARY 2024 TO 24 JANUARY 2024

KANTI CHANDRA ROAD, BANIPARK, JAIPUR.

CONTACT 0141-2202167, 7878300905, 7878919850

EMAIL: [INFO@SSGPAREEKPGCOLLEGE.COM](mailto:INFO@SSGPAREEKPGCOLLEGE.COM)

[WWW.SSGPAREEKPGCOLLEGE.COM](http://WWW.SSGPAREEKPGCOLLEGE.COM)

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