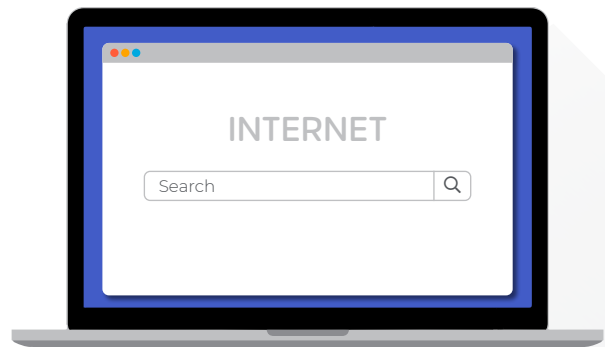# Criteria

# CLIK

## Computer Literacy & Internet Knowledge Test

A basic computer literacy test.

**Measures proficiency with:**

- ✔ Using internet browsers
- ✔ Email applications
- ✔ Word processing programs
- ✔ Online chat
- ✔ Basic cybersecurity

**Estimated Time:** 13 minutes

INTERNET

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The Computer Literacy and Internet Knowledge Test (CLIK) is an assessment of basic computer skills. It measures a person's proficiency with using Internet browsers and common desktop applications, such as email, chat and word processing programs. The test consists of three 3-minute task-oriented simulations, followed by ten multiple choice questions covering knowledge of internet browsers, basic cybersecurity, calendars and universal operating system features. Since it is designed as a test of the kind of basic computer literacy that is required in many work environments, it can be used for any position which requires basic computer skills, such as receptionists, customer service representatives, medical billers, data entry clerks, administrative assistants, and more.

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**Vince Sample**
Position: Sample Test Portfolio
Test Date: June 5, 2023
Test Event ID: ABC-D1Fg-2H3I-jklmN | Test Ver: 2.0

**Criteria**
Score Report

**SKILLS TEST**
**Computer Literacy & Internet Knowledge Test**

The CLIK is an assessment of basic computer proficiency. It measures a person's ability to use Internet browsers and common desktop applications such as email and word processing programs.

**Results Summary**

**Proficient**

Overall Rating

**Overview**

| Low Proficiency | Proficient | High Proficiency |
|---|---|---|
| | 19 | |

**Candidate Responses**

Correct?  Simulation 1 (Total Time Taken: 11 seconds)   Correct?  Simulation 2 (Total Time Taken: 32 seconds)
❌                                                        ❌
❌                                                        ✅
❌                                                        ✅
❌                                                        ✅
✅                                                        ✅

Correct?  Simulation 3 (Total Time Taken: 24 seconds)
✅
✅
✅
✅
✅

## Score Report Data That Helps You Hire

Each report provides powerful information in an intuitive and easily understandable format.

What you'll find:

**1 OVERALL PROFICIENCY:** either Not Proficient, Proficient, or Highly Proficient

**2 RAW SCORE:** Number of correct questions

**3 ITEMIZED Q&A:** Every question and whether the applicant answered that question correctly

Results are instant – view your candidates' score reports as soon as they finish the assessment.

## Scientifically Validated

The CLIK test has been extensively validated for a wide range of positions that require basic computer knowledge. The test is highly correlated with job performance in such roles. Individual results on the CLIK have also been demonstrated to be highly reliable and consistent.

## Top Positions for the CLIK

- ✔ Administrative Assistants
- ✔ Clerical Workers
- ✔ Data Entry Clerks
- ✔ Customer Service Reps
- ✔ Receptionists
- ✔ Medical Billers

## Case Study

One company gave the CLIK to employees in clerical and administrative positions and found that there was a strong correlation (0.50) between CLIK scores and job performance, as measured by supervisory ratings.

### Percentage of Employees with Above Average Job Performance

| | |
|---|---|
| Not Proficient on CLIK | 20% |
| Proficient or Better on CLIK | 68% |

Criteria