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Author: **Community College of Rhode Island**

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Version 4.2

o*net[®]

ability profiler[™]

User's Guide



U.S. Department of Labor
Employment and Training Administration



Overview

The U.S. Department of Labor's Employment and Training Administration has developed the **O*NET Career Exploration Tools**, a group of career counseling assessment instruments. The tools are designed to assist a wide variety of users in identifying information about themselves. They can use this self-knowledge to guide their exploration of occupations included in the Occupational Information Network (O*NET), the automated replacement for the *Dictionary of Occupational Titles* (DOT; U.S. Department of Labor, 1991a).

The tools stress whole-person assessment. Users are able to take a variety of valid and reliable assessment instruments, each providing important information that can help them explore the world of work. The **O*NET Career Exploration Tools** include:

Tool	Format	Purpose
O*NET Interest Profiler	Paper-and-pencil	Help individuals identify work-related interests
O*NET Computerized Interest Profiler	Computer-based	Help individuals identify work-related interests
O*NET Work Importance Locator	Paper-and-pencil	Help users decide what is important to them in a job
O*NET Work Importance Profiler	Computer-based	Help users decide what is important to them in a job
O*NET Ability Profiler	Paper-and-pencil	Help individuals identify what they can do well

These assessment tools help individuals discover three important pieces of information that are valuable when exploring careers:

- 1) what they like to do,
- 2) what is important to them in their world of work, and
- 3) what they do well.

O*NET Career Exploration Tools are designed to be interactive and flexible. Individuals are able to take one or all of the instruments, depending on their particular needs. They may also take the tools in conjunction with privately-developed career counseling tools. Additionally, many individuals may be able to administer the O*NET Interest and Work Importance tools to themselves with little or no outside assistance.

Special Notice: Proper Use of O*NET Ability Profiler Results

Please pay particular attention to the proper use of the **O*NET Ability Profiler** results. Part of your responsibility as an administrator/user of the **O*NET Ability Profiler** is to ensure its proper use.

O*NET Ability Profiler results provide useful information that individuals can use to identify their strengths. They can use results to identify training needs and occupations that they may wish to explore further. Individuals are strongly encouraged to use additional information about themselves when making career decisions.

The results of the **O*NET Ability Profiler** are authorized for career exploration, career planning, and career counseling purposes only. No other use of this tool or any part of this tool is valid or authorized.

Please read the **Special Notice: User's Agreement** before administering the **O*NET Ability Profiler**.

For further information on proper use of **O*NET Ability Profiler** results, contact:

National Center for O*NET Development
Attention: Customer Service
P.O. Box 27625
Raleigh, NC 27611

Phone: (919) 814-0375
E-mail: onet@onetcenter.org

1. INTRODUCTION

One of the U.S. Department of Labor's (DOL) **O*NET Career Exploration Tools** is the **O*NET Ability Profiler (AP)**. From the **O*NET Ability Profiler**, clients receive an accurate, reliable profile of their abilities that:

1. provides valuable knowledge about their occupational ability strengths,
2. fosters career awareness, and
3. directly links the client to the entire world of work via the 800+ occupations within O*NET OnLine, <http://online.onetcenter.org>

The **O*NET Ability Profiler** was developed as the result of a research effort to improve the technical and operational qualities of the General Aptitude Test Battery (GATB). The GATB has been used nationwide since 1947 by state employment service offices for occupational counseling and applicant referral. It also has been used in schools, universities, training programs, and vocational rehabilitation agencies for vocational and career counseling. New versions of the GATB were developed periodically to guard against overexposure, to ensure test security, and to allow for retesting

The **O*NET Ability Profiler** marks a new era in ability assessment for the DOL. The DOL objective was to develop an assessment tool that could easily be incorporated into Workforce Investment Act initiatives and programs aimed at improving the workforce and workplace of the twenty-first century. The **O*NET Ability Profiler** is a new multiple-ability assessment instrument that is technically and operationally improved over earlier DOL ability instruments. The **O*NET Ability Profiler** incorporates the best of earlier DOL ability instruments, with psychometric, technical, and operational enhancements. These enhancements include, but are not limited to:

- reducing number of test items and subtests;
- including items free from bias;
- providing instructions that communicate the appropriate test-taking strategy for each of the subtests (*power* or *speeded*);
- grouping subtests so that users will take one type of subtest first (*power*) followed by the second type of subtest (*speeded*);
- reducing *speededness* of certain subtests;
- developing administration options—either with or without dexterity subtests;
- enhancing legibility and comprehension level of all written materials (test booklets and instructions, test items, answer sheets, introduction script, and Administration Manual);
- modernizing typography and layout format for test booklets, test items, answer sheet, and Administration Manual;
- developing a new self-interpretable O*NET Ability Profiler Score Report that links user results directly to the world of work through O*NET occupations and information;

PART 1
ARITHMETIC REASONING

PART 1
PRACTICE

A B C D E
1 ○ ○ ● ○ ○

A B C D E
2 ○ ○ ○ ○ ●

A B C D E
3 ○ ○ ○ ○ ○

A B C D E
4 ○ ○ ○ ○ ○

A B C D E
1 ○ ○ ○ ○ ○

A B C D E
2 ○ ○ ○ ○ ○

A B C D E
3 ○ ○ ○ ○ ○

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A B C D E
6 ○ ○ ○ ○ ○

A B C D E
7 ○ ○ ○ ○ ○

A B C D E
8 ○ ○ ○ ○ ○

A B C D E
9 ○ ○ ○ ○ ○

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10 ○ ○ ○ ○ ○

A B C D E
11 ○ ○ ○ ○ ○

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12 ○ ○ ○ ○ ○

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A B C D E
15 ○ ○ ○ ○ ○

A B C D E
16 ○ ○ ○ ○ ○

A B C D E
17 ○ ○ ○ ○ ○

A B C D E
18 ○ ○ ○ ○ ○

PLEASE

DO

NOT

WRITE

IN

THIS

AREA



Tool results may be inaccurate unless this answer sheet is printed at full scale on legal-size paper.

**PART 2
VOCABULARY**

**PART 3
3-D SPACE**

**PART 4
COMPUTATION**

**PART 2
PRACTICE**

	A-B	A-C	A-D	B-C	B-D	C-D
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2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**PART 3
PRACTICE**

	A	B	C	D
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4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**PART 4
PRACTICE**

	A	B	C	D	E
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2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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18	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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9	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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18	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	21	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	26	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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9	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	29	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	31	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	32	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	33	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	34	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	35	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	36	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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20	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	40	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Tool results may be inaccurate unless this answer sheet is printed at full scale on legal-size paper.

PART 5 NAME COMPARISON

PART 6 OBJECT MATCHING

**PART 5
PRACTICE**

S D
1

S D
2

S D
3

S D
4

S D
5

S D
6

S D
7

S D
8

S D S D S D
1 31 61

S D S D S D
2 32 62

S D S D S D
3 33 63

S D S D S D
4 34 64

S D S D S D
5 35 65

S D S D S D
6 36 66

S D S D S D
7 37 67

S D S D S D
8 38 68

S D S D S D
9 39 69

S D S D S D
10 40 70

S D S D S D
11 41 71

S D S D S D
12 42 72

S D S D S D
13 43 73

S D S D S D
14 44 74

S D S D S D
15 45 75

S D S D S D
16 46 76

S D S D S D
17 47 77

S D S D S D
18 48 78

S D S D S D
19 49 79

S D S D S D
20 50 80

S D S D S D
21 51 81

S D S D S D
22 52 82

S D S D S D
23 53 83

S D S D S D
24 54 84

S D S D S D
25 55 85

S D S D S D
26 56 86

S D S D S D
27 57 87

S D S D S D
28 58 88

S D S D S D
29 59 89

S D S D S D
30 60 90

**PART 6
PRACTICE**

A B C D
1

A B C D
2

A B C D
3

A B C D A B C D
1 22

A B C D A B C D
2 23

A B C D A B C D
3 24

A B C D A B C D
4 25

A B C D A B C D
5 26

A B C D A B C D
6 27

A B C D A B C D
7 28

A B C D A B C D
8 29

A B C D A B C D
9 30

A B C D A B C D
10 31

A B C D A B C D
11 32

A B C D A B C D
12 33

A B C D A B C D
13 34

A B C D A B C D
14 35

A B C D A B C D
15 36

A B C D A B C D
16 37

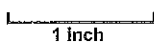
A B C D A B C D
17 38

A B C D A B C D
18 39

A B C D A B C D
19 40

A B C D A B C D
20 41

A B C D A B C D
21 42



Tool results may be inaccurate unless this answer sheet is printed at full scale on legal-size paper.