Raven's Standard Progressive Matrices (SPM v2.0)
2012 Norms Updates
Frequently Asked Questions

Question: When will the updated norms be available?

Answer: The updated norms will be available on June 24, 2012.

Question: What process did Pearson use to create the new norms?

Answer: The updated norms were created using a national database of Raven's SPM test results. The data were collected from 2009-2011 via the internet-delivered administration of the SPM.

Question: What's different in the new norms?

Answer: As with the previous norm groups, the updated norm groups are provided by position type/level and occupation. The groups provided are based on the positions in which the SPM is most frequently used.

Below is a list of the five new and updated norm groups. More detailed information on each norm group is available by viewing the Norm Group Composition Tables, which will be available on the SPM product page of Pearson's online testing platform or on the TalentLens.com Resources page (http://us.talentlens.com/product-support-materials). The file will be available for viewing or printing using Adobe Acrobat.

New Norm Groups
Executives and Directors (2012)
Individual Contributors (2012)
HR Professionals (2012)
Sales Representatives (2012)

Updated Norm Groups
Employed Adults (2012)
Managers (2012)

Question: Why do the updated norms have the year designation in the norm group name? For example, why does the Managers norm group now appear as "Managers (2012)?"

Answer: Pearson will be using this naming convention from this point forward to clearly identify updated versus previously published norm groups. By using this naming convention, it is less likely that users will inadvertently compare two candidates for the same position using two different norm groups.

Question: How should I transition from the set of norms I have been using to the updated norms?

> *Answer:* If you are already making hiring or promotion decisions for a group of applicants using a previous norm group, you will probably want to continue using the previous norm group until there is an appropriate time to make the transition. An example of an appropriate time would be when you have already made a hiring decision for a specific position, and will be testing a new group of applicants for another open position. Although the previous norm groups will not be available after June 24, a look-up table of the previous norms will be available on the test platform site for your reference. The file will be available for viewing or printing using Adobe Acrobat.

Question: Can I compare candidates who have scores based on the previous norms against those who have scores based on the new norms?

> *Answer:* This type of comparison is not recommended. If you have already given the SPM to a group of applicants using the previous norms and you plan to test additional applicants for the same position, you will need to use a common comparison group (e.g., the previous norm group using the look-up tables that will be provided on the test platform) for the entire group of applicants.

Question: What if I have already determined an appropriate cut-score based on the previous norm group?

> *Answer:* A look-up table of the previous norms will be available on the test platform site for your reference. The file will be available for viewing or printing using Adobe Acrobat. You will probably want to compare the new norms with the previous norms when adjusting your cut score or deciding to maintain your current cut score. Many factors will influence the decision to adjust or continue with the same cut score (e.g., situational factors such as the need to keep jobs filled and the supply of talent in the local labor market). For example, if you have been using the 50th percentile as the cut score and the new norm group requires a higher raw score to obtain the 50th percentile, you will eliminate more candidates than you did with the previous norm group.

Question: What if I have already collected local norms?

> *Answer:* If you have local norms, you can continue to use the raw score printed on the report and convert the score using your local norms look-up table as you have been doing. No changes have been made to the test content or scoring, so your local norms are still appropriate.

Question: How do I access the previous norms?

> *Answer:* A look-up table of the previous norms will be available on the test platform site for your reference. The file will be available for viewing or printing using Adobe Acrobat. Using the raw score provided on the report, you can obtain the corresponding percentile from the previous norm group in the table.

Question: What will happen to my already "Assigned" SPM assessments once the new norms are made available?

> **Answer:** There are two conditions of "Assigned" assessments that need to be addressed: *1. Assigned and Activated* and *2. Assigned but Not Activated*.
>
> **Assigned and Activated:** To determine how many assessments are in assigned mode, go to the Product Status Matrix page of the "Results" tab in the online test platform.

After clicking on the link shown above in the Assigned column, the Assigned Detail Window will display with the Assigned assessment records. Check each assigned assessment record to see if there is a date in the "Date Activated" column. If one exists, then you will need to encourage the test taker to complete the assessment prior to June 24.

You can do so by contacting the test taker directly, or you can use the system functionality to send a reminder email by selecting "Send Reminder Email."

If you *do not* want the test taker to complete the assessment for any reason (e.g., he/she is no longer being considered as an applicant for the job), you should select "Withdraw Assessment" from the menu. Remember: When assessments are withdrawn, the **inventory will NOT be allowed to be reclaimed or refunded.** This action is final and no further action can be executed on the assessment.

Date Activated	Actions
04/16/2012	-- Select Action -- ▾
	-- Select Action --
	Launch Assessment
	Resend Assignment Em:
	Send Reminder Email
	Withdraw Assessment

Assigned but not Activated: If there is no date in the "Date Activated" column, you can either encourage the test taker to complete the assessment prior to June 24 OR you can set the assessment to "Expired."

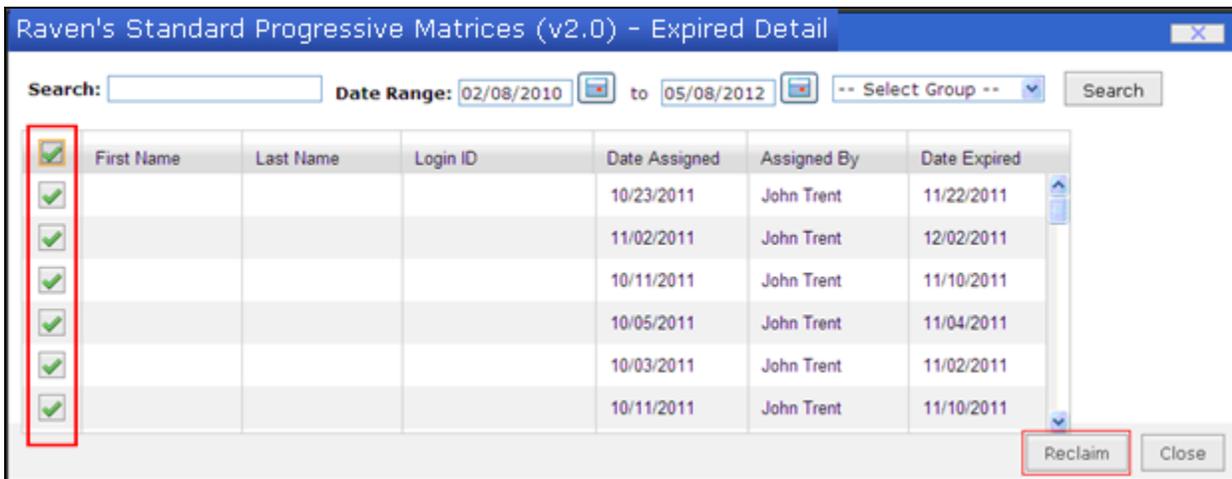| Date Activated	Actions
04/16/2012	-- Select Action -- ▾
	-- Select Action -- ▾

If you would like to set the assessment to "Expired" so you can reclaim the assessment to be put back as available inventory to use for future assessment assignments, select "Expire Assessment" from the "Select Action" drop-down menu. You will receive a confirmation message stating that this action cannot be undone. Click OK to confirm the expiring of the assessment.

Date Activated	Actions
04/16/2012	-- Select Action -- ▾
	-- Select Action -- ▾
	-- Select Action --
	Launch Assessment
	Resend Assignment Em:
	Send Reminder Email
	Expire Assessment

To move your "Expired" assessments back into inventory, first select the hyperlinked quantity in the "Expired" column of the Product Status Matrix.

Product Title	Available	Assigned	Completed	Expired	Withdrawn
Watson-Glaser™ II Form D: Profile + Interview Reports	0	0	1	0	0
Raven's Advanced Progressive Matrices (v2.0)	13	7	251	46	0
Raven's Standard Progressive Matrices (v2.0)	7	7	252	70	0
SOSIE (2ND GENERATION) - US	0	0	1	0	0
Watson-Glaser Critical Thinking Appraisal - Form A	1	0	0	0	0
Watson-Glaser™ II Form D: Profile + Interview + Development Reports	0	0	0	1	0

Then you can select any or all of the "Expired" assessments and "Reclaim" them into your inventory by checking the boxes to the left of the Expired assessment records and then clicking the **Reclaim** button. A message will then display confirming that the inventory has been reclaimed successfully.

Raven's Standard Progressive Matrices (v2.0) – Expired Detail

Search: _____ Date Range: 02/08/2010 to 05/08/2012 -- Select Group -- Search

	First Name	Last Name	Login ID	Date Assigned	Assigned By	Date Expired
✔				10/23/2011	John Trent	11/22/2011
✔				11/02/2011	John Trent	12/02/2011
✔				10/11/2011	John Trent	11/10/2011
✔				10/05/2011	John Trent	11/04/2011
✔				10/03/2011	John Trent	11/02/2011
✔				10/11/2011	John Trent	11/10/2011

Reclaim   Close

Question: What will happen to my "Completed" SPM assessments on June 24?

Answer: All SPM assessments completed prior to June 24 will be scored using the *previous* norm groups. The reports for these assessments will always reflect the percentile based on the *previous* norm group.

Question: How will this affect my custom URLs?

> ***Answer:*** You have two options for handling custom URLs associated with any of the previous norm groups. You can disable the URL (i.e., Select "No" under the Enabled option) and create a new one using the updated norm groups.

Alternately, you can go into the URL settings on June 25 and assign one of the updated norm groups to the URL (via the "Products" tab).

Question: How will this affect my assessment batteries?

> ***Answer:*** You should deplete your inventory of assessment batteries prior to June 24 and refrain from creating additional batteries until after that date. After that date, the updated norm groups will be available for assignment to your newly created assessment batteries.