

Information sheet on the test "MYSKILLS - IDENTIFYING PROFESSIONAL COMPETENCIES"

Information and tips on the MYSKILLS-competency test for participants

Thank you for deciding to take part in the **MYSKILLS-Test**.

MYSKILLS gives you the opportunity to make the skills gained in your previous employment visible. To be able to do that, we would like to give you some information.

What opportunities do the results of the MYSKILLS-Test provide you with?



- You will receive a comprehensive evaluation of your professional know-how in various professional fields.
- Your placement officer will provide you an overview of the results. You will be able to include them in your application papers.
- You will receive a reliable and independent evaluation of your competencies that you can use when applying for jobs.

How is the MYSKILLS-Test carried out?



- The test takes place in your native language or in another language which you can speak and read well.
- All of the tasks are exemplified through images and film clips.
- Comprehensive computer skills are not necessary. Everything you need to know will be explained during the test.
- Of course, the test does not cost you anything.

Please bear the following tips in mind so that nothing stops you from successfully taking part:



- The test takes a maximum of 4 to 5 hours including breaks. You are allowed to bring something to eat and drink for the breaks. Please make sure that you are on time. If you are late you will not be able to take part in that session.

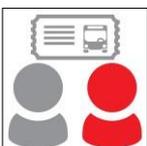
You must bring the following, please:



- Your **identity papers** because you will have to prove your identity before starting the test. (e.g. ID card, passport or residence permit etc.)
- A signed **declaration of consent regarding data processing**
- Your **glasses** or **hearing aid** if you need them. During the test, you will work with headphones which can be used with standard hearing aids.



- Please do not bring anyone with you. Chaperones are not necessary and will not be allowed in the test room.
- We cannot provide childcare during the test. If you have children, please make sure that you make separate arrangements ahead of time.



- If you incur travel costs while coming to the test you may receive a reimbursement. Discuss the option of a reimbursement with your placement officer beforehand.

