

**GENERAL INFORMATION APPRAISAL REPORT  
SAMPLE COMPANY**

Name : SAMPLE, SAMPLE  
Company Name : SAMPLE COMPANY

Date Administered: 06/06/2006  
Position : SAMPLE

---

**General Information  
Appraisal Score**

76

**Ability to Learn:**

Excellent  
High Average  
➤ **Average** ◀  
Poor

**Level of Supervision Required:**

Low  
➤ **Average** ◀  
High

**WHAT THE RESULTS MEAN:**

This person may have a somewhat limited fund of general knowledge and limited thinking skills. This person may take longer to learn new tasks and work routines and will probably learn best with repeated hands-on training and closely supervised on-the-job training. He or she will work most productively with daily supervision and checking. This person's work output may be slow until he or she masters the job.

**WORK STYLE:**

This person's work style tends to be impulsive. He or she may occasionally lose focus on the task at hand to the extent that it affects accuracy. This person may value speed over accuracy and try to compensate by doing things quickly.

**TRAINING TIPS:**

- Can learn with frequent repetition and hands-on practice. Will require close supervision during training period.
- Training should emphasize ways to work more quickly when required without sacrificing accuracy and care.
- Review work regularly to insure accuracy.