

Psytech Cape Open Workshops 2020

Lockdown Program to be presented via Zoom

Participants need to provide a stable internet connection and their own data please

Dates	Description	Amount	VAT	VAT Total	Page
11 May 2020	Psytech Cape Ability Assessment Training CPD: 7 CEU's	R2 486.25	R 372.94	R2 859.19	3
1 Day	INTERNS special student rate	R1 341.75	R 201.26	R1543.01	
12-13 May 2020	Psytech Cape Personality Assessment Training CPD: 10 CEU's	R3 260.00	R 489.00	R3 749.00	3
1½ Days	INTERNS special student rate	R1 706.00	R 255.90	R1 961.90	
22 May 2020	Psytech Cape Counselling and Development Assessment Training CPD: 5 CEU's	R2 245.00	R 336.76	R2 581.75	4
½ Day	INTERNS special student rate	R1 200.00	R 180.00	R1 380.00	

19-21 August 2020 3 Days – tbc	Coaching for the Psychometric Feedback Interview = via ZOOM CPD application for 20 CEU's (pending)	R6000	R900	R6 900	5
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Student rates do not apply due to the small number of participants.

02 Dec 2020	Psytech Cape Ability Assessment Training CPD application for 7 CEU's	R2 486.25	R 372.94	R2 859.19	3
1 Day	INTERNS special student rate	R1 341.75	R 201.26	R1543.01	
03-04 Dec 2020	Psytech Cape Personality Assessment Training CPD application for 10 CEU's	R3 260.00	R 489.00	R3 749.00	3
1½ Days	INTERNS special student rate	R1 706.00	R 255.90	R1 961.90	

Workshops can be schedules as required should sufficient participants wish to enrol. Please feel free to enquire.

Psytech Assessment Measures Professional Skills Development Workshop Series

Personality Assessment Training

Cognitive Assessment Training

Counselling and Development Assessment Training

22 Level2 CEU's Pending for all three workshops

Aimed at:

1. Psychologists
2. Psychometrists
3. Counsellors
4. Interns

CPD accreditation: 22 CEU's in total have been applied for

Workshop Series Objectives:

- Practical Application and Interpretation of the Psytech test measures (Series Includes: Personality, Cognitive and Developmental Measures)
- Case studies are emphasized so as to present an experiential, as well as a conceptual learning opportunity.
- Participants are invited to complete the 15FQ+, OPP and JTI for the Personality Workshop and the VMI and OIP for the Counselling & Development Workshop prior to the training as part of the learning. Results are returned electronically, so that participants have the chance to consult their personal profiles while working through the theory.
- Participants can choose to register for all three modules in the Series, or they can pick specific modules they wish to register for separately.

Series Outline:

Psytech Ability Assessment Training – 1 Day

Training dates : **09 March 2020** or **11 May 2020** or **02 December 2020**

Instruments covered:

- The General Reasoning Test Battery
- The Graduate Reasoning Test Battery
- The Critical Reasoning Test Battery
- The Clerical Test Battery
- The Technical Test Battery

Outcomes:

- Understand the constructs measured by each of the subtests of every Psytech ability battery
- Know the groups for which the tests are suited
- Understand the prior knowledge requirements for each of the tests
- Understand the implications of proper test administration for the psychometric properties of the tests
- Be able to identify the most suitable tests for a particular purpose
- Use individual subtests in the compiling of batteries
- Be familiar with the reference materials for the test batteries
- Have an understanding of the range of norm groups available for the tests
- Understand the considerations regarding cross-cultural use of ability tests
- Understand the interpretation of score levels in the computer-generated reports
- Understand the appropriate use of the GeneSys online system
- Practical application of knowledge and case studies

Psytech Personality Assessment Training - 1½ Days

Training Dates: **10-11 March 2020** or **12-13 May 2020** or **03-04 Dec 2020**

Instruments covered:

- The 15 Factor Questionnaire Plus
- The Occupational Personality Profile
- The Jung Type Indicator

Outcomes:

- Understand the constructs measured by each of the Psytech personality questionnaires
- Understand the different approaches each of these questionnaires takes to the measurement of personality
- Know the groups for which the tests are suited
- Understand the considerations regarding cross-cultural use of personality questionnaires
- Understand the considerations regarding language proficiency in the use of personality questionnaires
- Have an understanding of the reliability and validity of the scales and how these are derived
- Have an understanding of the range of norm groups available for the 15FQ Plus and the OPPro
- Know how to use the reference materials available for each test
- Know how to use and interpret primary scales, second-order factors and derived scores

- Know how to use computer-generated reports responsibly and professionally
- Understand the importance of the validation interview and feedback
- Know the typical behaviour that can be expected from low scorers and high scorers on each scale
- Be able to link the concepts measured by the questionnaires to competencies on a basic level
- Understand the appropriate use of the GeneSys online system
- Practical application of knowledge and case studies

Psytech Counselling and Development Assessment training - 1/2 DAY

Training dates: **14 February 2020** or **22 May 2020**

Instruments covered:

- Values and Motives Inventory
- Occupational Interest Profile
- Psytech GeneSys 360 degree performance appraisal

Outcomes:

- Understand the constructs measured by the VMI and OIP
- Understand the difference between assessments for counselling at different life stages
- Be able to compile an appropriate assessment battery for counselling or development assessment
- Understand the different contexts in which assessment for development takes place
- Be able to integrate information from other sources with structured tests to facilitate counselling
- Insight into when and when to use the 360 degree appraisal system
- Understand Psytech's Universal Competency Framework
- Understand the appropriate use of the GeneSys online system

3 Day Professional Skills Development Workshop

Coaching for the Psychometric Feedback Interview

1 Ethics CEU + 20 standard CEU's = 21 to be applied for

Aimed at:

5. Psychologists
6. Psychometrists
7. Counsellors
8. Interns

CPD accreditation: 20 Level 1 CEUs + 1 Level 1 ETHICS CEUs

Course Objectives:

9. Equip participants with techniques and skills to present assessment findings to managers and asseessees confidently, professionally and ethically.
10. Deepen existing feedback skills and competence.
11. Provide a safe, supportive environment in which to practice feedback conversations.
12. Build up levels of personal confidence to cope with unexpected situations, conflicts or questions, within the feedback context.
13. Develop a deeper understanding of personal reactions and an inner dialogue that could hijack the conversation.
14. Develop a deeper understanding of the broader context in which feedback takes place.
15. Motivate participants to continually seek further knowledge and learning within the field of psychology.

Course Outline:

ETHICS

- Overview of ethical implications and dilemma's pertaining to feedback
- Examples and group discussion on best practice

GOALS OF FEEDBACK

- Defining the goals and limitations of psychometric feedback
- Psychometrics in context
- The organisation's goals in using psychometrics
- Individuals' goals in a psychometric evaluation

COUNCELLOR COMPETENCIES AND TOOLS

- Group discussion re skills, knowledge and personal attributes required to conduct a competent feedback interview
- Communication skills (theory, modeling and practical exercises)
- Building rapport (trust, empathy acceptance)
- Empathetic statements
- Paraphrasing
- Open vs closed questions
- Practical: The welcome and introduction of your feedback session to the client.

USEFUL MODELS FOR REFERENCE AND PERSPECTIVE:

- Domains of Competence Model
- Big 5 Factor Model
- David Kolb's Model of Experiential Learning
- Dimensional Model of Behaviour
- Defense Mechanisms (identifying defensive behaviours in relation to underlying personal needs)

RATIONAL EMOTIVE BEHAVIOUR THERAPY (theoretical introduction)

- Types of evaluative beliefs
- Cognitive techniques for disputing irrational beliefs
- Behavioural techniques for disputing irrational beliefs
- *Exercise – dispute irrational thinking*
- *Exercise – identify and dispute irrational thoughts using own emotional experience*

REPORT WRITING TIPS

- Brainstorm: phrases and words that work well and alternative ways of explaining concepts
- Compose feedback phrases for different levels of cognitive results (become aware of your personal judgment regarding high or low scores)
- Differing emphasis: line manager vs candidate feedback

MODELLING: feedback interview by facilitator

ROLE PLAYS:

Consisting of: immediate coaching and feedback during role play followed by a debrief. The group can be asked for their input, group members are invited to share constructive comments at end – emphasis is on helping participant to fine-tune and hone their skills in a safe, accepting setting.

Psytech Training Series REGISTRATION

Cognitive Assessment / Personality Assessment / Counselling and Development Assessment

Dates	Workshop Title	Pre-vat amount	VAT	VAT Amount
Total:				

The buffet at the Fountains Hotel is Halaal Friendly. However, if special meals are required, please add on a daily additional surcharge of R225 for Strictly Halaal meals

SPECIAL MEALS: Description	5 Days	3 Days	2 Days	Fill in your total
Strictly Halaal supplement @ R250 per day				

Banking details: Psytech Cape (SA) Pty (Ltd)
Nedbank: Universal Branch Code : 198765
Current Account #: 1470 036746

Participant Name:		HPCSA reg no:	
Person/company to appear on invoice:		VAT reg no:	
Address:		PO number:	
		Contact Tel:	
		Contact email :	
Special dietary needs:		Signature:	

General Notes In the event of unforeseen circumstances, Psytech Cape reserves the right to change the programme content, the facilitator, the venue, or the date. Delegates will be notified of change or cancellation of events no later than five (5) business days prior to the event. A delegate booking accommodation, flights, etc. prior to this confirmation does so at their own risk.

PLEASE scan and email your registration form to : cape@psytech.co.za



PSYTECH TRAINING SERIES

DECLARATION OF PROFESSIONAL SUPERVISION for INTERNS

This is to confirm that (delegate name) _____ is an intern psychometrist independent / psychologist under my supervision. Participation in the above workshop will be useful in terms of their learning and for gaining experience with psychometric materials.

He/she has completed / is completing their course work at :

(Name of University)

The course is called:

(eg. B.Psych Equivalence; B.Comm Hons Psychometrics; Masters Industrial Psychology)

Please feel free to contact me should you need any additional information or confirmation.

Regards

Supervisor / Academic Supervisor (Print name please): _____

Supervisor's HPCSA registration no: _____ Contact tel: _____

Supervisor's contact no: _____ Supervisor's email _____

Signature: _____

Date : _____

PLEASE FAX THE SIGNED REGISTRATION FORM TO : 086 600 4130 or scan and email it to : cape@psytech.co.za

Psytech Training COACHING FOR THE PSYCHOMETRIC FEEDBACK INTERVIEW

Cognitive Assessment / Personality Assessment / Counselling and Development Assessment

Dates	Workshop Title	Pre-vat amount	VAT	VAT Amount
19-21 Aug 2020	Coaching for the Psychometric Feedback Interview	R6 000	R 900	R6 900
Total:				

The buffet at the Fountains Hotel is Halaal Friendly. However, if special meals are required, please add on a daily additional surcharge of R225 for Strictly Halaal meals

SPECIAL MEALS: Description	5 Days	3 Days	2 Days	Fill in your total
Strictly Halaal supplement @ R205 per day	R1125	R675	R450	

Banking details: Psytech Cape (SA) Pty (Ltd)
Nedbank: Universal Branch Code : 198765
Current Account #: 1470 036746

Participant Name:		HPCSA reg no:	
Person/company to appear on invoice:		VAT reg no:	
Address:		PO number:	
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Informed Consent for Assessment

Name:	
Address:	
Private Email address:	
Occupation:	
Home tel:	Work tel:

I consent to participate in an online assessment for Psytech (Cape) SA (Pty) Ltd that will be administered by myself. I understand that this assessment is being performed for experiential learning purposes and for my own self development and awareness.

I understand that a computer-generated report will be provided to me as added material for the upcoming training via a private dropbox link or email.

Should I so choose, I will be given the opportunity to discuss the results in private with Babette Barnard, or within the group. Sharing of my results is however not required.

I understand that these results may be consulted by me from time to time within the coming year only.

Signed _____ Date _____