Assessment Center Training – Typical Exercises

GROUP DISCUSSION

**Procedure | Content:**
- controversial topic is to be discussed under a specific task
- variations: every participant takes a different point of view, two groups (with a different point of view each) are discussing their views, free group discussion
- sometimes participants take on specific roles

**Observation Criteria:**
- ability to actively integrate yourself into a group
- desire to influence the content or procedure of the discussion
- verbal expression, assertiveness, leadership skills, team behaviour, perseverance, cooperation, flexibility

ROLE PLAY

**Procedure | Content:**
- a critical situation from work life is simulated
- AC team or participants take on roles and defend the respective points of view

**Observation Criteria:**
- interaction of participants is observed
- empathy, verbal expression, consensus finding
- team behaviour, problem-solving skills, persuasiveness

DESIGN EXERCISE

**Procedure | Content:**
- different, mostly unusual material is provided
- in a short time the groups (two per team) have to fulfil a construction task using the provided material
- usually in connection with a presentation after group work

**Observation Criteria:**
- manner in which team members interact and coordinate their actions
- team behaviour, cooperation, problem-solving skills, persuasiveness
DESCRIPTION OF ONESELF

Procedure | Content:
• individual exercise
• presentation before the observation group

Observation Criteria:
• verbal expression, motivation, persuasiveness, flexibility, charisma

IMPROPTU SPEECH

Procedure | Content:
• confrontation with a certain topic
• spontaneous speech

Observation Criteria:
• communicative competence in challenging situations
• flexibility, self-confidence

PRESENTATION

Procedure | Content:
• preparing a presentation about a certain topic, usually using literature
• presentation afterwards

Observation Criteria:
• behaviour in presentations, verbal expression, charisma, persuasiveness

MAIL BOX (“POSTKORB”)

Procedure | Content:
• a basket with disordered events, appointments, tasks, etc. has to be sorted and the resulting consequences have to be ranked according to priority

Observation Criteria:
• logical thinking, quality of decisions, decisiveness, creativity, planning, system, organisation, stress tolerance

PLANNING TASKS / CASE STUDY

Procedure | Content:
• participants solve tasks, analyse a problematic situation and develop decisions and (alternative) solutions

Observation Criteria:
• team behaviour, cooperation, problem-solving skills, persuasiveness, decision-making behaviour