LaunchPad

OVERVIEW

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RM INTERNATIONAL'S PROPOSAL

LaunchPad is available as a complete package or in three modules. These modules include:

1. LaunchPad Silver
2. LaunchPad Gold
3. LaunchPad Platinum

User Pay

There are no fees charged for acquiring the LaunchPad software. Accreditation fees are based on the level of Accreditation sought (Silver, Gold or Platinum). Associates fees are 'user pay- and based on volume achieved (prices on application).

LaunchPad's Outstanding Value Proposition

Unlimited remote site assessments	Conduct assessments to any external or remote site simply by e-mailing LaunchPad's assessment battery.
Upgrades annually	Upgrades are provided to clients at no cost
Software support	Unlimited telephone, e-mail and on-site support
Software Manuals	LaunchPad manuals are provided either on disk or can be downloaded from the web-site
Training	LaunchPad users receive Accreditation Training based on the level of the level required – Silver, Gold or Platinum. Training duration is 2,3 and 5 days respectively (refer to web site 'LaunchPad Training)
Customised Norm Sets and Job Profiles	Depending on the module purchased, LaunchPad enables users to construct their own norm sets. Other cultural norm sets can be purchased and downloaded from the web site

LAUNCHPAD SILVER

LaunchPad Silver

The Features and Function of LaunchPad Silver

10 Assessment Instruments

LaunchPad Silver includes 10 assessment instruments as an integrated battery (appendix A)

2 Summary Scoring Reports

-LaunchPad provides a single page-scoring sheet that summarises respondents' scores for each of the 38 dimensions assessed.

-LaunchPad provides an additional or Second Order Scoring System which categories a respondent's results under the following headings: Achiever-Leader, Planner-Organiser, Maker-Doer, Mediator-Negotiator, Helper-Counsellor.

Detecting Inconsistencies

When reviewing respondents' results, LaunchPad will highlight any identified inconsistencies across the LaunchPad battery.

LaunchPad Customised Text Reports

Capsule Summary

This report provides a ‘dot point’ summary of the candidate's/employee's main qualities, and is invaluable in recruitment and selection interviews, reviews for promotion, appraisals, management succession planning and team building.

Broad Picture

This report provides details to the outline provided in the Capsule Summary Report. This report can be used in any recruitment or development activity and its 'complete' nature allows for meaningful and actionable feedback for the candidate or employee.

Development

This report provides details concerning the 'gaps' that could provide development opportunities for the candidate or employee. It has been designed to focus on those activities that will assist employees to be more effective and productive in the workplace.

Filter

This report focuses on specific issues and identifies how a candidate or employee Manages Tasks, Handles People, Solves Problems, and their orientation as either specialists (technocrats) and/or their Management Propensity.

Occupational Preferences

This report provides a 360-degree feedback mechanism and is a record of the respondent's employment preferences.

Gender Specific, Second and Third Person Reports

All reports are gender specific and can be changed from second to third person in preparation for the candidate/employee, or for internal stakeholders.

Adding Biographical Data

LaunchPad provides an edit function that enables end-users to add their own biographical data to the report.

Norm Set –Business Population

For each country, LaunchPad's has default norm sets based on business population specific to that country. The norm sets are updated in the annual upgrade provided to end-users.

Database Search Function

LaunchPad Silver comes with a database search function that enables end-users to identify specific candidates/employees with the required attributes. LaunchPad's database can accommodate up to 20,000 candidate files.

In-built Help Desk Function

LaunchPad comes with an in-built help desk function that educates the user about positive and negative correlations between dimensions across the business population.

Question Bank for Interviewing

LaunchPad provides a comprehensive behavioural interview question compendium complete with probe questions.

LAUNCHPAD GOLD

LaunchPad Gold

The Features of LaunchPad Gold

LaunchPad Gold requires that LaunchPad Silver be installed and incorporates all the functionality of LaunchPad Silver. LaunchPad Gold provides the following enhancements:

Job Profiling

Construct Role Profiles

-The ability to construct your own tailored job profiles from up to 33 dimensions and to provide weightings for each dimension

-Automatic on-screen validation of the constructed Job Profile to ensure that it is realistic

-Options for end-users to construct job profiles using the interactive on-screen function or via paper-based templates

Establish 'Best Fit' Candidates

LaunchPad Gold enables users to compare candidates' results against a job profile and provides a graded assessment against each dimension and an assessment against the entire job profile. Best Fit is graded from A+ to F- (for example).

Group Selection Function and Best Fit

For group recruitment activities, such as graduate intakes or to evaluate a number of candidates against each other and the job profile, LaunchPad Gold identifies a 'graded best fit list' of candidates.

Creating Job Profiles from the Results of Top Performers

LaunchPad Gold enables you to create a job profile from the results of a single result set or from a group of 'high performers'. This profile can then be used to assess future candidates or employees.

Succession Plans

LaunchPad Gold produces Succession Plans by enabling individuals to be assessed against multiple job profiles and identifying the development priorities for an individual against each job profile.

Development Reports

LaunchPad Gold will highlight customised development activities to bridge the gap between candidates' skills and the requirements of a specific role. This report identifies the activities that can be undertaken as well as identifying those dimensions that will respond to development initiatives.

Importing and Exporting Job Profiles

LaunchPad Gold enables users to import and export profiles enabling knowledge to be shared.

LAUNCHPAD PLATINUM

LaunchPad Platinum

The Features of LaunchPad Platinum

LaunchPad Platinum requires the prior installation of LaunchPad Silver and Gold and provides the following enhancements:

Company Specific Norm Sets

LaunchPad Platinum enables end-users to construct customised norm sets for their entire staffing complement and to use these for all future assessment purposes.

Job Role Norm Sets

LaunchPad Platinum will enable end-users to produce Job Role norm sets for any nominated job role or designation (eg Managers).

Assessment and Reporting Writing – Group Function

-LaunchPad Platinum provides the most comprehensive assessment and report writing function enabling end-users to identify the significant differences between groups of individuals (eg between high and low performing sales teams) on 38 dimensions.

-LaunchPad Platinum provides an easy to use Report-Writer function which

enables users to summarise the penetrating insight and data that is provided.

Construct and Analyse Teams – The Team Function

-LaunchPad Platinum enables end-users to construct and analyse any functional teams using LaunchPad's 38 dimensions.

-LaunchPad Platinum enables end-users to compare the 'make up' or dimensions of teams.

Create Team Profiles for Specific Projects

LaunchPad Platinum enables end-users to create Team Profiles. This functionality is particularly useful when defining the needs of a key business project to be undertaken by a selection of staff.

Selecting Staff who Best Fit the Team Profile

LaunchPad Platinum will search the database and nominate a team of people who will 'best fit' the Team Profile that you develop. Should any dimension of the team 'fall short' of the profile, LaunchPad Platinum will nominate additional staff on a 'second cull' to bridge the gap identified in the profile.

Compare Team and Individual Team Members

LaunchPad Platinum has the ability to compare Teams from different parts of the business and allows comparison of individual Team members on all the 38 dimensions of LaunchPad.

APPENDIX 1: ASSESSMENT INSTRUMENTS

The following summary explains which dimensions are assessed per instrument and provides a brief description of the pedigree and background to those assessment instruments.

Assessment	Background
Team Roles - Practical type - Consulting type - Driving type - New Ideas type - Catalyst type - Critical Judge type - Supportive type - Detail type	Based on the work of Belbin, the Team Roles Assessment is an attractive tool because: - It puts the candidate in the context of the team so the evaluation is in terms of working with others - People moving into new teams may have a change in self-perception which the system can assess - Learning influences an individual's scoring over time. The team scores can be examined for changes brought about by development initiatives and as people gain maturity in their teamwork.
Conflict Handling - Challenging Style - Resolving Style - Judicial Style - Defusing Style - Harmonious Style	Based on the work of Thomas and Kilman, the Conflict Handling Assessment can be seen as a counterpart to the Team Roles. The Team Roles is presented in a non-threatening environment whereas the Conflict Handling explores reactions to conflict, especially the individual's fall-back modes when dealing with conflict.
Personality - Dominance - Persistence - Mood Stability - Affiliation - Risk Control - Ingenuity - Openness - Energy	The Personality Assessment was originally based on the work of Gordon and has been modified to present the questions in a non-restrictive and simplified manner. The questionnaire is a measurement of personality traits as seen by the candidate.
Activity Preference - Tool Handling Activities - Analytical Activities - Caring Activities - Administrative Activities - Persuasive Activities - Creative Activities	Based on the work of Holland, the Activity Preference Assessment simply records the individual's expressed preferences, and it therefore acts as a useful check of the 'comfort level' between the psychometric assessments and the actual preferences articulated by that person.

Assessment	Background
Work Style - Stimulus Control - Serious Minded - Planning Styles	This Assessment, based on the work of Murgatroyd, Rushton, Apter & Ray, supports work into Reversal Theory which holds that all displayed qualities of personality & behaviour exist on a continuum and that most people occupy one end of the continuum for most of the time. It recognises that when a person is under severe stress, a 'reversal' in that position may occur.
Reasoning - Verbal Reasoning - Abstract Reasoning	These timed assessments are based on the original American Alpha. The Abstract Reasoning test is a measure of the ability to follow complex directions (ie clear thinking). The Verbal Reasoning test is useful in predicting ability to pull essential themes out of complex written/spoken information. Both are difficult to complete so as to be effective across ranges of ability.
Learning Styles - Active Style - Reflective Style - Theoretical Style - Pragmatic Style	Based on the work of Mumford & Honey, the Learning Styles Assessment provides important information about how an individual likes to address issues and assimilate information.
Professional/Managerial	The Professional/Managerial Style Assessment is based on the work of Ghiselli who conducted in depth management studies. Exceptional managerial ability is not common, therefore high scores on this assessment are rare. Lower scores indicate a preference for a general skill area or professional expertise. Low scores do not imply a limit on the individual's potential but rather that progression is likely to be professionally bounded (eg An accountant to become Finance Director)
Arithmetic	The Arithmetic Assessment, by Illiffe, is a short, timed test, which assesses arithmetic reasoning and concepts.

The system's reliance on well-proved questionnaires which have a solid research and development background, their integration in a carefully chosen package where they gain maximum synergy, and the power of the computer program which looks across all dimension clusters, makes LaunchPad the most comprehensive HR System on the market.

APPENDIX 2: BENEFITS OF LAUNCHPAD

Feature	Benefit
One Integrated System	Integrates 4 HR processes: 1. Management/Staff Development & Performance 2. Recruitment and Selection 3. Succession Planning 4. Team Selection and Analysis
Uses Existing Email Technology	The data collection can occur via email, intranet or floppy disk thereby reducing time and resources traditionally dedicated to the processes named above
IT Costs Eliminated	No infrastructure maintenance costs, network alterations, or administration costs
HR Process Cost Reduction	Expenditure savings across the four processes of up to 60% (in terms of direct and indirect costs) * Figures based on existing international LaunchPad client base.
HR Process Re-design	Reduces process costs while improving the quality of the outputs available to HR
Consistency Across 4 Processes	LaunchPad's use of normative data ensures that the high quality graphical and text outputs can be used in every HR application
Graphical and Text Outputs	Provides interpretation and analysis for the line manager and collates the data in an easy to understand format. The level of insight provided by the outputs negates third party involvement – that is, the system can be internalised
Data Encryption and Password Protection	Staff files cannot be breached as the system is password protected