

Purple Rock Digitization Test

The purpose of this test is for you to demonstrate that you can:

- follow a procedure
- create a consistent deliverable
- use Excel and Acrobat
- solve problems
- make inferences

The test is representative of the type of digitization work you might be performing if you work with us.

Provided materials:

- Digitization test_Report 35173.pdf
- Digitization test_certificate template.xlsx
- Digitization test_results template.xlsx

Your task

Your task is to copy the contents of the included PDF into the Excel templates, so that the Excel spreadsheets contain the same contents in a more organized form.

Extract the relevant data from the assay certificate in the provided PDF using the provided .xlsx templates.

Cert file

Capture the relevant certificate information from the PDF into the cert file.

Results file

Copy the relevant fields from the PDF and paste into a blank Excel file – do not manually retype. Sometimes the text will copy cleanly and match the characters. In other cases, due to optical character recognition errors, you will need to make manual corrections.

Your task is to copy the content into the Excel template so that the template version matches the content of the original PDF.

Save your work

Save your output files as .xlsx documents using the following naming convention:

- Certificate: [source file name]_[certificate number]_cert.xlsx
- Results: [source file name]_[certificate number]_results.xlsx

Package the files as a .zip file and email to Nicole (nicole@purplerock.ca).

If you are stuck...

...then ask for help. We're interested to see how you solve problems.