

# Data Entry Ten Key Split Screen

## Assessment Fact Sheet

### Overview

The Data Entry Ten Key Split Screen test measures the candidate's ability to enter numbers using the numeric keypad on the keyboard (the number keys at the top of the keyboard are disabled). The text original information is displayed to the left of the area in which the candidate responds. The information includes positive and negative numbers. Candidates will be scored on speed and accuracy.

### Details

Allowed Time (minutes)	3 minute time limit (timer stops between records) The candidate is not expected to complete all records.
Maximum Number of Questions	20 Records
Number of Sitzings	One
Designed for Unproctored Environment	Yes
Question Format	Ten Key
Product Category	Administrative – Clerical

### Knowledge, Skills, Abilities and Competencies Measured

Measures ability to enter information into fields.

### Example Questions

## Example Reports

### *Score Summary*

Total Number of Questions:	20
Score	1.94
Proficiency Level:	Basic(1.50 - 2.50)

Gross Number of Keystrokes:	159.0
Gross Number of Keystrokes per Hour:	3050.0
Gross Number of Keystrokes per Minute:	51.0
Accuracy Adjusted Keystrokes per Hour:	3050.0
Error Rate:	0.0

Gross Number of Fields	24.0
Number of Correct Fields	24.0
Number of Incorrect Fields	0.0

### *Time Summary:*

Time Taken (mm:ss):	03:00
Started on:	8/14/07 1:52 PM
Completed on:	8/14/07 1:56 PM