

DrakeWize

DrakeWize is the global benchmark in skills evaluation technology. DrakeWize's suite of assessments cover over 100 Windows based applications and 50 Macintosh programs. DrakeWize accurately identifies an individual's skill level in both general computer skills and in a wide variety of specific computer applications.

The DrakeWize testing system is available for Web-based delivery or locally installed to evaluate software, clerical, and technical/IT skills. Skills testing can be delivered on a global level while maintaining one common results database for reporting and statistical analysis. When running over the Web, the DrakeWize system is exactly the same as when installed on a local PC or network. Test administrators are empowered with full access to DrakeWize's Administration Section, which includes the results database, evaluation customizing tools, the Make-a-Match search engine, and more!

DrakeWize is the ideal tool to assess prospective, new and existing employees.

Why Choose DrakeWize:

- Play's a vital role in both hiring and employee training
- Provides computer-based skills programs for a wide variety of software applications and other office skills
- The ability to quantify a job applicant's computer skills
- Identifies strengths and weaknesses, and provides an accurate gauge of a person's skills
- Assess and match skills of prospective employees with role requirements, minimizing potential risk and the costs of a potential bad hiring
- Useful for corporate or vendor training divisions as a Training Needs Analysis Tool
- Develop customized training and learning programs for new and existing employees, matching skill gaps with skill training

Categories of Testing Solutions

DrakeWize's in-depth evaluations can be customized in alignment with specific job roles and industry requirements and can be used to assess computer skills in professional disciplines. Categories include:

- Skills-Testing Products for Windows Applications
- Testing Products for Clerical Skills
- Testing Products for Accounting Skills
- Testing Products for Call Center Skills
- Testing Products for Legal Skills
- Testing Products for Medical Skills
- Windows-based Tech Tests for IT Skills
- Skills-Testing Products for Macintosh Applications
- Web-based Testing Services
- Test Authoring System
- Pre-valuate Pre-Packs (bundled testing packages)
- Training Products for Windows

Versions Available:

- Online
- Locally installed
- Locally installed but Centrally Administered



Evaluations Titles Available:

Pre-valuate Interactive is a software simulation system that is geared toward the testing and training needs of corporate human resources departments. The product evaluates a person's practical skills on popular Windows-based applications. Each test appears as a realtime use of the software, so the test-taker feels as if they are using the actual application. By using Pre-valuate Interactive's Events Manager feature, test administrators can get a "play-by-play" review of the steps taken by the user to complete each task. With Pre-valuate Interactive, test administrators assess not only a user's overall accuracy, but also their efficiency by reviewing the number of steps taken to complete each task.

DrakeWiZE for Windows

Operating Systems

- Windows General Skills 98 Comprehensive
- Windows General Skills 98 Standard
- Windows General Skills 95
- Windows General Skills 3.1

Clerical Testing

- Administrative Support Skills
- Business Documents
- Computer Concepts for Users
- Copyediting
- Data Entry Skills
- Math Skills
- Microsoft Office 2000 Skills
- Proofreading
- Reading Comprehension
- Reception Skills
- Spelling
- TypeValuate: Typing Test
- Standard Typing Skills
- Financial Typing Skills
- Legal Typing Skills
- Medical Typing Skills

Art/Graphics

- Adobe InDesign 1
- CorelDRAW 9
- CorelDRAW 7
- FreeHand 7
- FreeHand 5
- Illustrator 8
- Illustrator 7
- Illustrator 4
- Photoshop 5
- Photoshop 4
- Photoshop 3

Presentation

- Lotus Freelance Graphics 96
- Lotus Freelance Graphics 97
- Microsoft PowerPoint 2000 Comprehensive
- Microsoft PowerPoint 2000 Standard
- Microsoft PowerPoint 97
- Microsoft PowerPoint 7
- Microsoft PowerPoint 4

Word Processing

- Lotus Word Pro 97
- Lotus Word Pro 96
- Microsoft Word 2002
- Microsoft Word 2000 Comprehensive
- Microsoft Word 2000 Standard
- Microsoft Word 97
- Microsoft Word 97 Comprehensive
- Microsoft Word 97 Standard
- Microsoft Word 7
- Microsoft Word 6
- WordPerfect 8
- WordPerfect 7
- WordPerfect 6.1
- WordPerfect 6

Database/Spreadsheet

- FileMaker Pro 5
- FileMaker Pro 4
- FileMaker Pro 3
- FileMaker Pro 2
- Lotus 1-2-3 2000
- Lotus 1-2-3 97
- Lotus 1-2-3 5
- Lotus Approach 97
- Lotus Approach 96
- Lotus Approach 3

- Microsoft Access 2000 Comprehensive
- Microsoft Access 2000 Standard
- Microsoft Access 97
- Microsoft Access 7
- Microsoft Access 2
- Microsoft Excel 2002
- Microsoft Excel 2000 Comprehensive
- Microsoft Excel 2000 Standard
- Microsoft Excel 97
- Microsoft Excel 7
- Microsoft Excel 5
- Quattro Pro 6

- Microsoft Internet Explorer 5 Standard
- Microsoft Internet Explorer 3

Desktop Publishing

- FrameMaker 5 Advanced
- FrameMaker 5 Basic
- PageMaker 6.5
- PageMaker 6
- PageMaker 5
- QuarkXPress 4
- QuarkXPress 3.3

Internet/World Wide Web

- HTML 4 / Web Publishing
- HTML 3.2 / Web Publishing
- Netscape Navigator
- Outlook 2000 Standard

DrakeWiZE Interactive Titles

Microsoft Access 2000

- Microsoft Access 97
- Microsoft Access 7
- Microsoft Excel 2000
- Microsoft Excel 97
- Microsoft Excel 7
- Microsoft FrontPage 2000
- Microsoft FrontPage 98
- Microsoft Outlook 2000
- Microsoft Outlook 98
- Microsoft Outlook 97
- Microsoft Office 97 General Skills
- Microsoft PowerPoint 2000
- Microsoft PowerPoint 97
- Microsoft PowerPoint 7

Microsoft Windows NT 4 General Skills

- Microsoft Windows NT 4 Help Desk
- Microsoft Windows 2000 General Skills
- Microsoft Windows 95 General Skills
- Microsoft Word 2000
- Microsoft Word 97
- Microsoft Word 7
- Microsoft Word 6
- Lotus Word Pro 96
- Lotus 1-2-3 5
- Lotus Freelance Graphics 96
- Lotus Notes 4.6
- WordPerfect 8
- WordPerfect 7



DrakeWiZE Accounting and Financial

Account Analysis

- Accounting Clerk
- Accounting General Principles
- Accounting Terminology
- Accounts Payable
- Accounts Receivable
- Advanced Accounting
- Auditing
- Bookkeeper
- Bookkeeper Full Charge
- Business Documents
- Collections
- Cost Accounting
- Data Entry
- Federal Taxation (U.S.)
- Financial Analysis
- Financial Math
- Financial Planning

Financial Spelling

- Financial Statements
- Financial Typing
- General Ledger
- Great Plains
- Inventory
- Investment Terminology
- Junior Level Accountant
- MAS 90
- Math Skills
- Payroll
- Peachtree Accounting 2002
- Peachtree Accounting 2000
- QuickBooks 2001
- Quicken Home & Business 2002
- Simply Accounting Pro 8.5 (ACC PAC)

DrakeWiZE Industrial*

- Automotive
- Basic CNC
- Basic Electronics
- Color Identification
- Construction Drawings
- Count and Stack
- Decimal Equivalents
- Decimal Math
- Dial Calipers
- Dial Calipers (Metric)
- Dial Indicator
- Dial Indicator (Metric)
- Electrical
- Electrical Symbols
- Electronic Schematics
- Fasteners
- Fasteners (Metric)
- Forklift
- Forklift (Metric)
- Fractional Math
- HVAC
- Injection Molding
- Lathe
- Machine Elements
- Machine Elements (Metric)
- Matching
- Mechanical Drawings
- Micrometer
- Micrometer (Metric)
- Mig Welding
- Milling Machine
- Plumbing
- Resistor Color Codes
- Rough Carpentry
- Ruler
- Ruler (Metric)
- Shop Math I
- Shop Math I (Metric)
- Shop Math II
- Shop Math II (Metric)
- Shop Safety
- Soldering Fundamentals
- Stick Welding
- Tape Measure
- Tools and Fasteners
- Tools and Fasteners (Metric)
- Trigonometry
- Vernier Caliper
- Welding Symbols

DrakeWiZE Call Center

- Administrative Support Skills*
- Call Center Data Entry (with audio)*
- Customer Service Concepts*
- Reception Skills*
- Spelling
- Typing Skills
- U.S. State Abbreviations*
- One Word Processing Title of Your Choice*

DrakeWiZE Legal

- Business Documents
- Concordance 7.0
- Law Office Administration
- Legal Clerical Skills
- Legal Concepts
- Legal Spelling
- Legal Terminology
- Legal Typing
- Legal Research and Court Systems
- Litigation Support Skills*
- Proofreading
- Reception Skills
- Summation 5.0
- Transcription*
- One Word Processing Title of Your Choice

DrakeWiZE Medical

- Anatomical Systems Identification*
- Medical Abbreviations
- Medical Records Coding (ICD-9)
- Medical Plurals
- Medical Prefix
- Medical Receptionist
- Medical Records Legal Issues (U.S.)
- Medical Spelling
- Medical Suffix
- Medical Terminal Digit Filing
- Medical Terminology
- Medical Typing*
- Reception Skills
- One Word Processing Title of Your Choice

DrakeWiZE IPMA-HR Clerical*

Clerical Skills for Windows and Macintosh

Clerical Skills tests have been developed and validated by the International Personnel Management Association for Human Resources (IPMA-HR). The tests run in the Pre-valuate system.

- Basic Filing Skills
- Basic Mathematical Calculations*
- Following Oral Instructions*
- Grammar*
- Mathematical Reasoning*
- Punctuation*
- Reasoning*
- Spelling*
- Vocabulary*



* Not available for service bureau with in Drake offices

DrakeWiZE Personality and Cognitive Assessments

(Web-based delivery only)

- Personality Assessment
- Cognitive Assessment

DrakeWiZE French Canadian Assessments*

Accounting Clerk

- Accounting General Principles
- Accounting Terminology
- Accounts Payable
- Accounts Receivable
- Bookkeeper
- Business Documents
- Cost Accounting
- Data Entry Alphanumeric
- Math 1.0
- Microsoft Access 2000
- Microsoft Access 97
- Microsoft Excel 2000
- Microsoft Excel 97
- Microsoft PowerPoint 2000
- Microsoft PowerPoint 97
- Microsoft Windows 95 General Skills
- Microsoft Word 2000
- Microsoft Word 97
- Payroll Canada
- Typing

DrakeWiZE Computer-Based Training (CBT) for Windows*

Operating Systems

- O/S 2
- Microsoft Windows NT 4.0
- Microsoft Windows ME
- Microsoft Windows 2000
- Microsoft Windows 98
- Microsoft Windows 95
- Microsoft Windows 3.1

Database/Spreadsheet

- Microsoft Access XP
- Microsoft Access 2000
- Microsoft Access 97
- Microsoft Access 7
- Microsoft Access 2
- Microsoft Excel XP
- Microsoft Excel 2000
- Microsoft Excel 97
- Microsoft Excel 7
- Microsoft Excel 5

Word Processing

- Microsoft Word XP
- Microsoft Word 2000
- Microsoft Word 97
- Microsoft Word 7
- Microsoft Word 6
- WordPerfect 8.0
- WordPerfect 6.1

Presentation

- Microsoft PowerPoint XP
- Microsoft PowerPoint 2000
- Microsoft PowerPoint 97
- Microsoft PowerPoint 7
- Microsoft PowerPoint 4
- Microsoft Visio 2000

Miscellaneous

- Accounting
- Dreamweaver 3
- Microsoft Exchange-Schedule 7
- Microsoft Mail
- Typing Tutor for Windows
- Training for LAN with Data Communications

Internet / World Wide Web

- Netscape Communicator 4.7
- Netscape Communicator 4.5
- Netscape Communicator 4.0
- Microsoft Internet Explorer 5.5
- Microsoft Internet Explorer 5.0
- Microsoft Internet Explorer 4.5
- Microsoft Outlook XP
- Microsoft Outlook 2000
- Microsoft Outlook 98
- Microsoft Outlook 97
- MS Web Publishing/FrontPage 2000
- Web Design Fundamentals

DrakeWiZE Pre-Paks

Microsoft Testing Bundle

- Microsoft Office 2000 Skills
- Microsoft Access 2000
- Microsoft Access 97
- Microsoft Access 7
- Microsoft Access 2
- Microsoft Excel 2002
- Microsoft Excel 2000
- Microsoft Excel 97
- Microsoft Excel 7
- Microsoft Excel 5
- Microsoft Outlook 2000 Standard
- Microsoft PowerPoint 2000
- Microsoft PowerPoint 97
- Microsoft PowerPoint 7
- Microsoft PowerPoint 4
- Microsoft Word 2002
- Microsoft Word 2000
- Microsoft Word 97
- Microsoft Word 7
- Microsoft Word 6
- Microsoft Windows General Skills 98

- Microsoft Windows General Skills 95
- Microsoft Windows General Skills 3.1

Training for Microsoft Office available separately

Clerical Pak

- Administrative Support Skills
- Computer Concepts for Users
- Copyediting
- Data Entry
- Math Skills
- Microsoft Windows 98 General Skills
- Proofreading
- Reading Comprehension
- Reception Skills
- Spelling
- Typing
- One Word Processing Title of Your Choice

Staffing Pak

- Administrative Support Skills
- Computer Concepts for Users
- Data Entry
- Microsoft Access 97
- Microsoft Access 7
- Microsoft Access 2002
- Microsoft Excel 2002
- Microsoft Excel 97
- Microsoft Excel 7
- Microsoft Excel 5
- Microsoft PowerPoint 97
- Microsoft PowerPoint 7
- Microsoft PowerPoint 4
- Microsoft Office 2000 Skills
- Microsoft Windows General Skills 98
- Microsoft Word 2002
- Microsoft Word 97
- Microsoft Word 7
- Microsoft Word 6
- Reception Skills
- Typing

Graphics Pak

- Adobe InDesign
- CorelDraw
- FrameMaker
- Freelance Graphics
- FreeHand
- Illustrator
- PowerPoint
- Photoshop
- QuarkXPress

DrakeWiZE Interactive Pre-Paks

Microsoft Testing Pak

- Microsoft Access 2000
- Microsoft Access 97
- Microsoft Access 7
- Microsoft Excel 2000
- Microsoft Excel 97
- Microsoft Excel 7
- Microsoft Office 2000 Skills
- Microsoft Outlook 98
- Microsoft Outlook 97
- Microsoft PowerPoint 2000
- Microsoft PowerPoint 97
- Microsoft PowerPoint 7
- Microsoft Windows General Skills 2000
- Microsoft Windows General Skills 95
- Microsoft Word 2000
- Microsoft Word 97
- Microsoft Word 7
- Microsoft Word 6

Training for Microsoft Office available separately

Staffing Pak

- Microsoft Access 2000
- Microsoft Access 97
- Microsoft Access 7
- Microsoft Excel 2000
- Microsoft Excel 97
- Microsoft Excel 7
- Microsoft Office 2000 Skills
- Microsoft Outlook 98
- Microsoft PowerPoint 2000
- Microsoft PowerPoint 97
- Microsoft PowerPoint 7
- Microsoft Windows General Skills 2000
- Microsoft Word 2000
- Microsoft Word 97
- Microsoft Word 7
- Microsoft Word 6
- Administrative Support Skills
- Computer Concepts for Users
- Reception Skills
- Data Entry
- Typing



DrakeWiZE Macintosh*

Operating Systems

- Macintosh General Skills (8.x, 7.5, 7.x, 6.x)
- AppleTalk Networks

Art/Graphics

- Adobe InDesign 1
- FreeHand (7, 5, 3.1)
- Illustrator (8, 7, 6, 5.5, 3)
- MacDraw Pro
- Lingo for Director 5
- Macromedia Director 5
- Multimedia Basics
- Photoshop 6.0
- Photoshop (5, 4, 3, 2.5)

Clerical Testing

- Math Skills
- TypeValuate: Typing Test

Word Processing

- Microsoft Word (98, 6, 5.1, 5, 4)
- MacWrite II
- WordPerfect (3.1, 3, 2)

Desktop Publishing

- FrameMaker 5 Advanced
- FrameMaker 5 Basic
- FrameMaker (4, 2)
- PageMaker (6.5, 6, 5, 4)
- QuarkXPress (4, 3.3, 3.1)

Presentation

- Persuasion (3, 2.1, 2)
- PowerPoint (98, 4, 3, 2)

Database/Spreadsheet

- FileMaker Pro (5, 4, 3, 2.1, 2)
- Lotus 1-2-3
- Microsoft Excel (98, 5, 4, 3)
- WingZ 1.1a

Internet/World Wide Web

- HTML 4

