

## General Clerical Test – Revised (GCT-R)

Norm Group		Mean	SD	SEm
Fifth Form Pupils N. 140	Males – 70% Females – 30% Age range 15-16 98% White 1% Black Caribbean 1% Indian	Clerical 40.33 Numerical 34.61 Verbal 59.74 Total 135.18	13.98 11.55 14.58 33.72	5.41 3.61 4.94 8.66
Sixth Form Pupils N. 84	Males – 52% Females – 48% Age range 16 – 17 87% White 11% Indian 2% Pakistani	Clerical 41.14 Numerical 34.54 Verbal 60.74 Total 136.36	10.70 11.20 11.70 26.81	4.14 3.07 3.97 7.09
Business Administration NVQ Level 2 students N. 119	Males – 3% Females – 97% Age range 16 – 40 (Mean = 17) 87% White 5% Indian 8% Black-African, Chinese, Pakistani, Bangladeshi	Clerical 34.77 Numerical 23.55 Verbal 51.80 Total 110.11	13.84 8.81 14.75 31.77	5.39 2.41 5.00 8.41
Business Administration NVQ Level 3 students N. 136	Males – 0% Females – 100% Age range 16 – 22 (Mean = 17) 92% White 8% Black-African, Black- Caribbean, Chinese, Indian, Pakistani, Bangladeshi	Clerical 42.69 Numerical 25.73 Verbal 56.74 Total 125.07	12.41 8.68 11.69 26.98	4.81 2.38 3.96 7.14
Employment Training Business Administration NVQ Level 2 students N. 51	Males – 31% Females – 69% Age range 16 – 56 (Mean = 30) 94% White 6% unspecified	Clerical 41.35 Numerical 28.39 Verbal 59.73 Total 129.67	13.76 9.19 17.06 32.94	5.33 2.52 5.78 8.72
Clerical employees and recruits at an international publisher N. 80  Educational Qualifications range from 1 – 5 GCSEs	Males – 9% Females – 91% Age range 18 – 58 (Mean = 32) 100% White	Clerical 47.18 Numerical 32.84 Verbal 65.89 Total 145.88	12.19 12.87 13.99 32.76	4.72 3.53 4.74 8.67

Administrative and clerical staff at the London Borough of Brent N.186	Males – 40% Females – 60% Age range 20 – 64 (Mean = 35) 36% White 19% Black-Caribbean 9% Black-African 4% Black-other 26% Indian 2% Pakistani 4% unspecified	Clerical 41.75 16.16 6.26 Numerical 32.52 14.33 3.92 Verbal 60.60 18.68 6.33 Total 135.02 42.60 11.27
Clerical and secretarial staff at a diverse multinational organisation N. 44	Males – 9% Females – 91% Age range 19 – 57 (Mean = 30) 98% White 2% Indian	Clerical 55.23 10.29 3.98 Numerical 35.27 11.45 3.14 Verbal 73.48 12.30 4.17 Total 162.59 26.77 7.08
Clerical staff at a large service organisation N. 63	Males – 46% Females – 54% Age range 18 – 61 (Mean = 31) 89% White 12% Black-Caribbean, Black-African, Black-other, Indian	Clerical 48.75 14.78 5.72 Numerical 39.54 13.99 3.83 Verbal 71.59 12.74 4.32 Total 159.87 34.10 9.02
Secretarial staff at The Wellcome Foundation N. 62	Males – 0% Females – 100% Age range 20 – 59 (Mean = 38) 100% White	Clerical 52.26 11.93 4.62 Numerical 34.07 11.41 3.13 Verbal 78.52 11.41 3.87 Total 165.00 28.84 7.63
Clerical applicants to the Western Health and Social Services Board N. 469	Males – 19% Females – 81% Age range 17 – 5 100% White	Clerical 51.08 14.81 5.73 Numerical 41.45 11.76 3.22 Verbal 68.78 12.91 4.38 Total 161.27 31.95 8.45

**Test-retest reliability co-efficients – Total Score**

Group	N	r	SEm	
Clerical & secretarial staff at a multinational organisation	23	.87	9.85	10
Clerical staff in the Education Department of a County Council	24	.94	9.01	2
Administrative employees in the Treasury Department of a District Council	24	.96	5.12	2
Youth trainees on a job skills programme	18	.94	7.10	2
Students in the Business & Finance Department of an FE College	38	.88	10.54	16