

The teamwork KSA test is used widely in business companies in USA, and copies from this instrument should be purchased to be used. For academic purposes and in order to get permission to use the instrument in this research, Prof. Stevens was contacted, and he was willing to assist graduate students in using the test without charge. He described how they handle these types of requests. Prof. Stevens asked that the research supervisor should complete, sign in and return the "Maintenance of Test Security and Copyright Compliance" form (see Appendix C), assuming professional and legal responsibility to ensure that the teamwork KSA test is used properly and for academic purposes only. Once Prof. Stevens returned the security form, he arranged copies of the test to be available for the use of this research. Finally, when the data have been collected, the researcher forwarded to Prof. Stevens an electronic copy of data file so that he processed the results and then sent a detailed report showing the scores for all subjects across the various subscales of the teamwork KSA Test.

Moreover, to enable Fine Company employees to fill the test; Prof. Stevens was asked for a permission to translate the test to Arabic language, he also accepted and asked for a copy of this Arabic translated copy, which was sent to him. The detailed communication with Prof. Stevens in this regards are shown in Appendix B

#### **B) Translating teamwork KSA test into Arabic:**

The target was to produce a test that has simple, classical Arabic language with same meaning of the original one, clear, understood and not missing any technical details. To achieve that, many steps were conducted: First: a Bilingual committee from Nuqul group corporate level was formed to translate the test, which contains: Human Resources (HR) Planning and Management Manager, People Development Manager, HR specialist in