



## Standard for Scope of Work for Handwriting Analysts

### 1. Scope

- 1.1 This standard describes the duties of handwriting analysts, also referred to as handwriting examiners, handwriting professionals, or graphologists.

### 2. Referenced Documents

- 2.1 *AHAF Standards:*
- 2.2 *Other Documents:*  
AHAF Code of Ethics

### 3. Job Description

- 3.1 The handwriting analyst performs analyses on various graphic expressions that may include handwriting, hand printing, and sometimes drawings to determine personality traits and create a personality profile for various applications. The analyst provides reports, either oral or written, to the client in cases of pre-employment screening, relationship compatibility, to assist therapists, and so on.

### 4. General Duties

- 4.1 Handwriting analysts are sometimes known by the term “graphologists.” These terms may be used interchangeably. Handwriting analysis in this case refers only to one preparing personality profiles and not to forensic document examination, which is done for the purpose of determining authenticity of a signature or other handwriting.
- 4.2 The handwriting analyst answers questions about personality that arise in business or personal situations where handwriting samples are available.
- 4.3 Handwriting analysis often includes the use of psychological typologies such as MBTI and Enneagram to help place in context the character traits found in handwriting.
- 4.4 Problems may sometimes arise in the case of third-party analysis where the client has not obtained permission of the third party for the analysis of his or her handwriting. The AHAF Code of Ethics addresses this issue.
- 4.5 Equipment used in handwriting analysis may be limited to magnifying lenses, generally under 10x, and measuring tools, or the handwriting may be scanned into a computer for enlarged on-screen viewing.
- 4.6 Questions about behavior and personality are answered through the application of knowledge, skill, experience, and training, or education specific to handwriting analysis, as well as from other related fields, such as psychology, medicine, and the like.
- 4.7 The results of handwriting analyses are reported for use by human resource professionals, psychologists, educators, law enforcement, attorneys, individuals, etc. On occasion, these results may be presented in the form of expert testimony in a court of law, in which case the handwriting analyst explains the bases and reasons for the conclusions, and illustrates such conclusions through the use of

demonstrative evidence.