



Standard for Minimum Training of Individuals Engaged in Handwriting Analysis for Personality Assessment Applications

1. Scope

- 1.1 This standard provides minimum requirements and procedures that should be used for the fundamental training of handwriting analysts.
- 1.2 This standard may not cover all aspects of training for the topics addressed or for unusual situations.

2. Referenced Documents

- 2.1 *AHAF Standards:*
Standard for Analysis Procedure
Standard for Terminology Relating to Analysis of Handwriting

3. Terminology

- 3.1 *Definitions or terms specific to this standard:*
- 3.2 *Graphology, n*—the study of handwriting for the purpose of identifying personality characteristics. May be used interchangeably with “handwriting analyst.”

4. Significance and Use

- 4.1 The following procedures are grounded in the generally accepted body of knowledge and experience in the field of handwriting analysis. By following these procedures, a trainee can acquire the scientific, technical, and other specialized knowledge and skill required to reliably perform the work of a handwriting analyst.

5. Minimum Requirements for Education

- 5.2.1 An earned baccalaureate degree in psychology or equivalent from an accredited college or university. Equivalency to be determined by Education Committee.
- 5.3 *Requirements for Trainers:*
 - 5.3.1 The trainer shall be a professional handwriting analyst;
 - 5.3.2 Have successfully completed the equivalent of a minimum of 24 months training.
 - 5.3.3 Have been trained in the areas of instruction detailed in this guide (Section 7); and
 - 5.3.1.4 Have at least five years of post-training experience as a professional handwriting analyst.
 - 5.3.1.5 All of the above should be documented.
 - 5.3.1.6 The trainer should have successfully completed a course in instructor development.
- 5.4 *Requirements for the Trainee:*
 - 5.4.1 An earned baccalaureate degree or equivalent from an accredited college or university. Equivalency to be determined by Education Committee.
 - 5.4.2 Documented successful completion of a form discrimination test.

6. Equipment

- 6.1 *Training Materials and Equipment:*
 - 6.1.1 Access to texts, periodicals, monographs, and other professional literature in the field.
 - 6.1.2 Access to appropriate equipment (Section 8)
 - 6.1.3 Magnifiers and other tools (Section 8)

7. Procedure

- 7.1 The training program shall be the equivalent of a minimum of 24 months training under the supervision of a trainer.
 - 7.1.1 The training program shall be successfully completed in a period not to exceed four years.
 - 7.1.2 The trainer will set an objective for each area of instruction, which might include an examination, written test, oral test, practical exercise, in order to measure the trainee's knowledge.
 - 7.1.3 The trainer may grant credit for prior training or experience in subject areas (Section 8) when the trainee can demonstrate and document such training or experience.
 - 7.1.4 The trainer will maintain a training record for each trainee, documenting the following:
 - 7.1.4.1 Instruction in each topic area.
 - 7.1.4.2 A bibliography of relevant literature studied.
 - 7.1.4.3 Examinations (which might include written or oral test and practical exercise).
 - 7.1.4.4 Outside training, webinars, courses, conferences, or workshops attended.
 - 7.1.4.5 Research conducted.

8. Syllabus

- 8.1 A formal written training program will include specific topics of instruction administered in a format and time period outlined by the trainer. The minimum specific topics are:
 - 8.2 *Introduction and History of Handwriting and Graphology*
 - 8.2.1 Ethical responsibilities
 - 8.2.2 Literature in the field
 - 8.2.3 The Scientific method
 - 8.3.1 Procedures and protocols
 - 8.3.2 Relationship of graphology to other disciplines, including psychology, medicine, forensics.
 - 8.3.3 The laws of graphology
- 8.4 *Examination Procedures:*
 - 8.4.1 Procedures and protocols
- 8.5 *Instruments and Equipment:*
 - 8.5.1 Procedures and protocols
 - 8.5.2 Magnifiers
 - 8.5.3 Measuring systems and tools
 - 8.5.4 Computers and peripherals, computer software
- 8.6 *Factors affecting handwriting (internal and external)*
 - 8.6.1 Physical, mental, emotional health, age

- 8.6.2 Writing conditions (position, substrate, etc.)
- 8.6.3 Copybooks of the world
- 8.6.4 Individualization of handwriting
- 8.6.5 Effect of education/lack of education on handwriting
- 8.6.6 Writing instruments, paper, ink
- 8.6.7 Effect of pen hold on handwriting
- 8.7 *Handwriting*
- 8.8.1 Handwriting style (cursive, printing, signatures, numerals, other written signs)
- 8.8 *Applications for handwriting analysis*
- 8.8.1 Legal and ethical concerns
- 8.8.2 Third-party analysis
- 8.8.3 Employment analysis
- 8.8.4 Relationship compatibility analysis
- 8.8.5 Graphotherapy
- 8.9 *Practical experience:*
- 8.9.1 Supervised casework
- 8.9.2 Supplemental education (e.g., courses, seminars, conferences, webinars, technical visits, etc.)
- 8.9.3 Handwriting characteristics detailed in Standard for Analysis Procedure.

9. Keywords

- 9.1 graphology, graphologist, handwriting analysis, training.