

Session Title

How a Job Analysis Becomes an Effective Occupational Questionnaire (*OPM*)

Session Date

Thursday, April 16, 2015 • 11:00 - 11:50 am EST

Session Objective

At the end of this session, attendees will be able to:

- Know the basics in creating and implementing an occupational questionnaire, including:
 - Writing items & identifying common pitfalls
 - What are tasks?
- Knowing differences in types of rating scales
- Designing a verification process
- Reviewing and evaluating the questionnaire and the assessment process
- Documenting the creation and implementation of the questionnaire

Presenters

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Presenter Biographies

All presenters work as Personnel Research Psychologists within OPM's Employee Services Division and provide assessment and policy guidance for the Federal Government.