

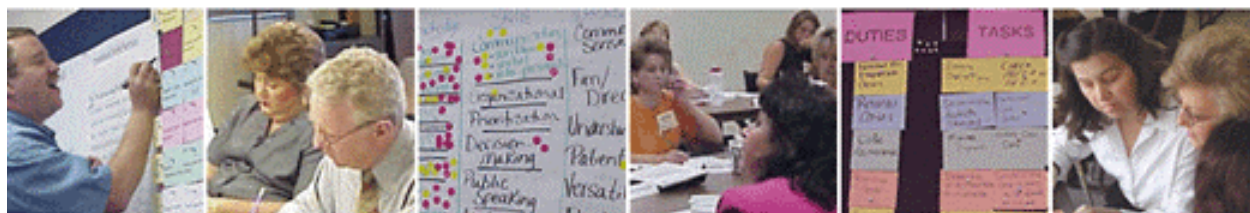
DACUM AN ONLINE Resource for Occupational Analysis

home ABOUT ARCHIVES PROFILE DEVELOPMENT RANK A DACUM

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Welcome to the DACUM Archive and Resource Website -- the Leading on-line resource for Occupational Analysis. If you are not already familiar with the DACUM evaluation system, please feel free to take a few minutes to explore the "[About Dacum](#)" section of our site.

Anyone may take a look at the existing DACUMs, but you must have a password to access the administration and rank a dacum areas. To access Administrative area (profile development), please click [here](#).



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www.dacum.org

A collaborative venture involving
Screened Images Multimedia and the
Training Resource Center at Eastern
Kentucky University.



Services Provided

Archives

- An online reporting of completed job profiles.

Profile Development

- An easy to use template for developing and editing job profiles.



Services Provided

Rank a DACUM

- A tool to conduct online reviews and prioritize DACUM job profiles.

Products and Services

- DACUM supplies such as story sheets, workshop materials, and facilitation notebooks and guidelines.



Services Provided

Training and Technical Assistance

- Information on neutral facilitation, training programs, and on-site training and facilitation of DACUM workshops.

DACUM Resources

- Online sample of DACUM reports, articles, and web linkages.

> **Welcome to the DACUM Archives Page!**

Please choose the keywords of the DACUM you would like to view:

You can also search by the category:

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Searchable Archives

The archives allows search by profession or by an alphabetical listing.

➤ **Welcome to the DACUM Archives Page!**

Please choose the profile you would like to view.

Your Query Produced 8 Result(s):

*Displaying
record(s) 1 - 5*

1.)

Profile: Probation and Parole Officer I
Agency: Department of Corrections
Description: A Probation and Parole Officer I facilitates positive change in an offender's life while providing structured supervision, referral to appropriate resources, and imposing sanction when necessary while being mindful of public safety
Created: 8/8/2001 10:08:05 AM

A sample open page of a job profile in the DACUM archives. Job profiles in the archives can be duplicated for validation in other settings.

> Profile Development

To Administer a DACUM, Add, Modify or Delete your DACUM profile, or prepare it for Ranking

Username:

Password:

If you have forgotten your password [click here](#).

> Or Getting Started?

To create a personal profile, [click here](#) input your name, contact information, and create a password for use in administering your DACUM profiles.

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Developing a New Job Profile

- Each new job profile is created by a trusted user who creates his or her own username and password
- The trusted user has exclusive access to the job profiles until it is placed in the archives.

The screenshot shows the DACUM website's navigation menu. At the top left is the 'DACUM' logo. To its right is the text 'AN ONLINE Resource for Occupational Analysis'. Below this is a horizontal menu with four items: 'ABOUT', 'ARCHIVES', 'PROFILE DEVELOPMENT', and 'RANK A DACUM'. Under 'PROFILE DEVELOPMENT', there are three sub-links: 'Products & Services', 'Training / Technical Assistance', and 'Dacum Resource'. On the left side of the page, there is a vertical list of links: 'Create a New Profile', 'Modify a Profile', 'View Profile', 'Delete a Profile', 'Approve a Profile for Validation', 'Select a Profile for its Summations', and 'Select a Profile to Archive'.

➤ Profile Development Main Menu

Instructions: Please choose from the menu below.

- 1 • [Create a new Profile](#)
Choose this option to create a new Profile.
- 2 • [Modify a profile](#)
Choose this option to modify a profile. Once you have modified the profile it will automatically repost online.
- 3 • [View Profile](#)
Choose this option to view a current profile
- 4 • [Delete a Profile](#)
Choose this option to "delete a Profile"
- 5 • [Approve a Profile for Validation](#)
Choose this option to "validate a Profile"
- 6 • [Select a Profile to view its Summations](#)
Choose this option to "view a compilation"
- 7 • [Archive a profile](#)
Choose this option to archive a profile. This allows for others to see it.

The trusted user can follow the seven step DACUM creation, validation and archiving process entirely online.

DACUM

home

AN ONLINE Resource for Occupational Analysis

ABOUT

ARCHIVES

PROFILE DEVELOPMENT

RANK A DACUM

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> [Training/ Technical Assistance](#)

> [Dacum Resource](#)

> Rank A Dacum

Please enter your username and password below:

Username:

Password:

Login

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Logout

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Rank a DACUM

- Workgroups, supervisors, trainers and others can individually review the job profile, make decisions about the critical duties and tasks, most frequently performed tasks, training needs, as well as comment on the duties and tasks that should be modified or added.



Rank a DACUM

- These individual rankings and comments are compiled in a database and reported automatically to the trusted user.