

STANDARD TASK ANALYSIS FORM

6/2/2011

Duty/Task: F-7 Till soil (e.g., plow, disc, rototill)									
STEPS (Required to Perform the Task)	PERFORMANCE STANDARDS (Observable & Measurable Criteria)	TOOLS, EQUIPMENT, SUPPLIES & MATERIALS (Needed)	REQUIRED KNOWLEDGE AND SKILLS (Math, Science, & Language)	SAFETY (Concerns)	WORKER BEHAVIORS (Important to Worker Success)	DECISIONS (Identify Decisions that Must be Made by the Worker)	CUES (Identify the Data Needed for Making Correct Decisions)	ERRORS (Indicate What May Result if Incorrect Decisions are Made)	
1 Determine which fields/areas need tilled	1 Correctly determined which areas need tilled	1 Field map, crop plan, planting schedule	1 Knowledge of crops being planted and crop rotation plan	1 N/A	1 Discerning, conscientious	1 What areas need tilled based on what I intend to plant? Is the area tillable?	1 Crop plan, planting schedule, soil condition	1 Won't know what fields to till, crop won't get planted	
2 Determine tillage method and equipment needed for each area to be tilled	2 Correctly determined type of tillage and equipment needed for each area of intended crop (e.g., chisel plow, conventional plow, field cultivator)	2 Equipment list, crop plan, field map	2 Knowledge of tillage equipment and methods, soil conditions, sustainable farming practices	2 N/A	2 Analytical, decisive	2 What method of tillage is best to use for this field given the crop being grown? Do I have the equipment to till that way? Should I hire someone to do custom tilling?	2 Crop plan, planting schedule, soil condition	2 Field may not be properly prepared for the crop that will be planted	
3 Develop a tilling schedule	3 Developed a schedule for tilling each field	3 Crop plan, planting schedule, computer	3 Knowledge of crop being planted, knowledge of soil conditions, computer skills	3 N/A	3 Thorough, accurate	3 When is it appropriate to till? How much can I do in one day? How much time will be needed for tilling each field/area?	3 Crop plan, planting schedule, soil condition, weather conditions, equipment availability, size of area to be tilled	3 Fields may not get tilled in a timely manner, loss of crop production, loss of revenue	
4 Monitor weather conditions and adjust schedule as needed	4 Monitored weather conditions and adjusted schedule as needed	4 Computer, radio, cell phone, crop plan, planting schedule	4 Decision-making skills, observation skills, computer skills	4 N/A	4 Analytical, decisive, discerning, adaptable	4 How will weather conditions affect my tilling schedule? What adjustments do I need to make due to the weather?	4 Predicted weather conditions, tilling schedule	4 Fields may not get tilled in a timely manner due to weather	
5 Till the field/area	5 Tilled the area/field using the desired tilling method	5 Tilling equipment (e.g., plow, field cultivator, rototiller), tractor	5 Basic mechanical and equipment knowledge	5 Use caution when operating equipment	5 Productive, hard working, conscientious	5 Are all areas tilled? Are all areas ready for planting?	5 Crop plan, visual observation	5 Delayed planting, loss of revenue	
Analyst: Susan Pavilkey			Specific Relevant References:						
Expert Workers:									
Christie Welch									
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