

STANDARD TASK ANALYSIS FORM

6/2/2011

Duty/Task:									
G-7 Acquire transplants (e.g. onions, tomatoes, cucumbers)									
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 Obtain the transplant material from the seller or nursery	1 Located healthy transplant material and ordered it from a reputable dealer/nursery	1 Phone, Internet, nursery catalogs	1 Knowledge of suppliers, computer skills, communication skills, budget knowledge	1 N/A	1 selective, discerning, knowledgeable	1 Where can I purchase the stock that I need? How much do I need? What is a reasonable price to pay? Is the seller reputable or well known to local growers?	1 Catalog information, extension recommendations, online research, local grower recommendations	1 Won't have quality transplant stock	
2 Inspect transplant material for health and vigor	2 Thoroughly inspected transplant material before being unloaded for health and vigor (rejected any unhealthy transplant material)	2 Magnifying glass (to look for mites or aphids)	2 Knowledge of plant material, pests and diseases	2 N/A	2 observant, detail oriented	2 Is this stock acceptable? Does it appear healthy? Does it have disease symptoms? Are there signs of pest damage?	2 Observations of stock being received	2 May accept poor quality stock that may fail soon after transplanting	
3 Unload and store transplant material	3 Unloaded transplant material and stored it in an acceptable facility	3 Forklift, nursery cart	3 Knowledge of acceptable storage conditions	3 Use proper lifting techniques, follow forklift safety rules	3 organized, conscientious, physically fit	3 How am I going to unload the stock? Where will I store it?	3 Available space, size of the load, weight of the load, availability of equipment	3 Won't have transplant material, may damage it before it gets planted	
4 Maintain transplant material's health and vigor until ready for planting	4 Maintained transplant material in a healthy condition (light, moisture, humidity, temperature) until ready for transplant	4 Shade cloth, overhead irrigation, thermometer	4 knowledge of storage conditions conducive to plant health and vigor	4 N/A	4 observant, timely, proactive, knowledgeable	4 What do I need to do to keep it healthy? Do I need to water? Do I need to protect it from wind, rain or direct sun? How long am I going to have to store it?	4 Condition of the stock being received, current conditions in the field where it will be transplanted, current weather conditions	4 Stock may be dying or dead when we go to transplant it, stock may not be big enough to transplant	
Analyst: John Moser			Specific Relevant References:						
Expert Workers:			1						
Al Welch			2						
Milan Pajev			3						