

INCATEP

DACUM




Developing

A

CurriculUM

DACUM

- The process begins with the identification of seniors' portworkers who will serve on a DACUM panel.
- Individuals who have worked for two or more years on the job and are identified as quality staff members are referred to as high performing incumbent workers.(HPIW)



H P I W

HIGH
PERFORMING
INCUMBENT
WORKER

Walt Disney began by animating and sequencing Mickey Mouse on storyboards.

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INCATEP/DACUM

- The DACUM process includes the use of focus groups of veteran workers who participate in a storyboarding process based on a process developed by the Disney Corporation.
- IN THE SAME WAY OF DESIGNER'S WORK THE PORT WORKER WORKS WITH DATES, SCHEDULES IT IS STRONG PRESSURE.
- THIS IS THE REASON OF THE SUCCESS OF INCATEP, WE HAVE THE BEST COACHES OF THE MARKET.

Display Thinking:

People work more effectively in groups/teams when they can see the ideas they generate.

INCATEP

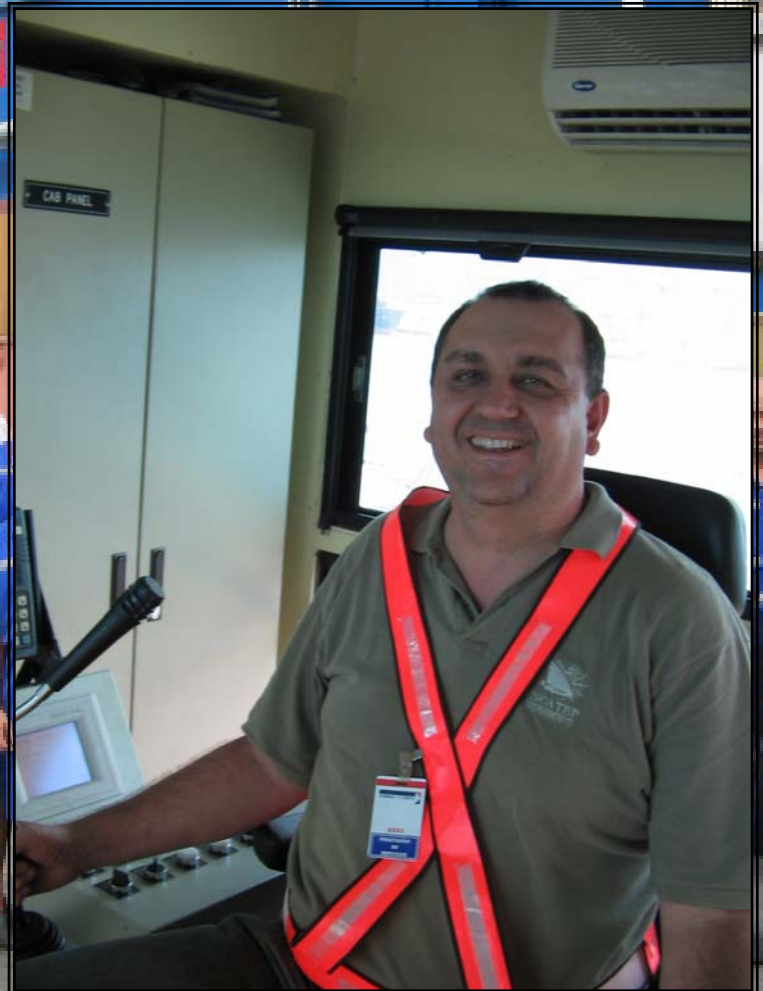
- In addition to a panel of workers the process includes a port worker facilitator, recorders who help capture the panels work , when appropriate, observers.
- Our trainer INCATEP works or he worked in the terminals of containers in the he practices, allying theory and he practices

INCATEP/DACUM

- PANEL OF WORKERS
- NEUTRAL FACILITATOR
- RECORDERS
- OBSERVERS

COACH - INCATEP

- The process recognizes that the best source of initial information on a job is seniors' workers. The process leads to five basic results: duties, tasks, knowledge, skills and traits.



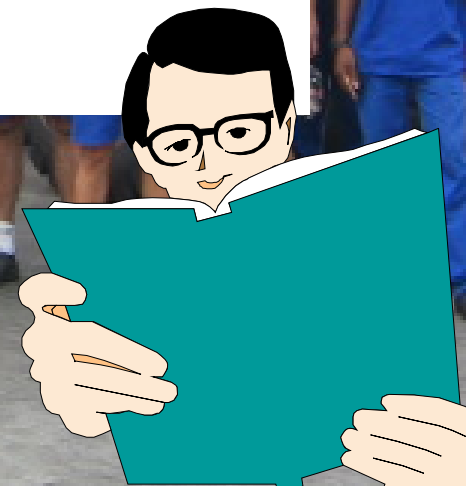
Occupational Analysis Assumptions

1. Expert portworkers are the best source for task analysis.
2. Any occupation can be effectively described in terms of DUTIES, TASKS, and KNOWLEDGE, SKILLS, & TRAITS

Method of Job and Task Analysis

Research Method

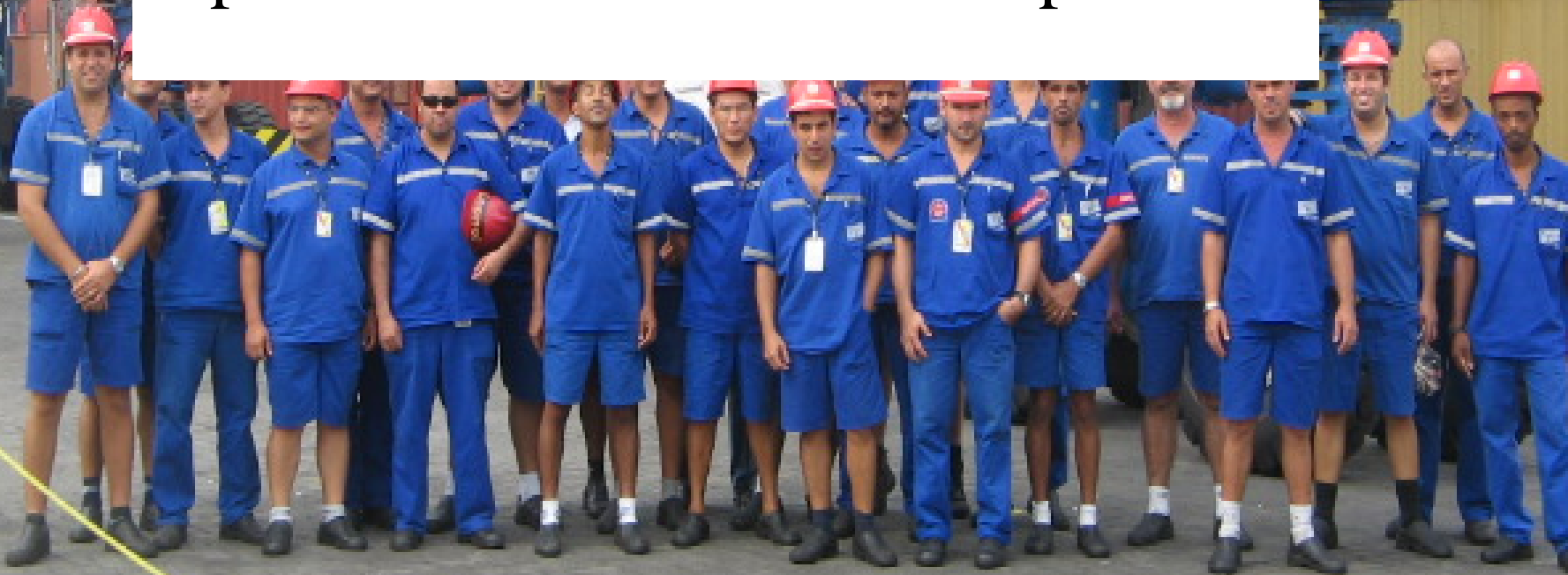
This method requires a person trained in task analysis to research available resources.



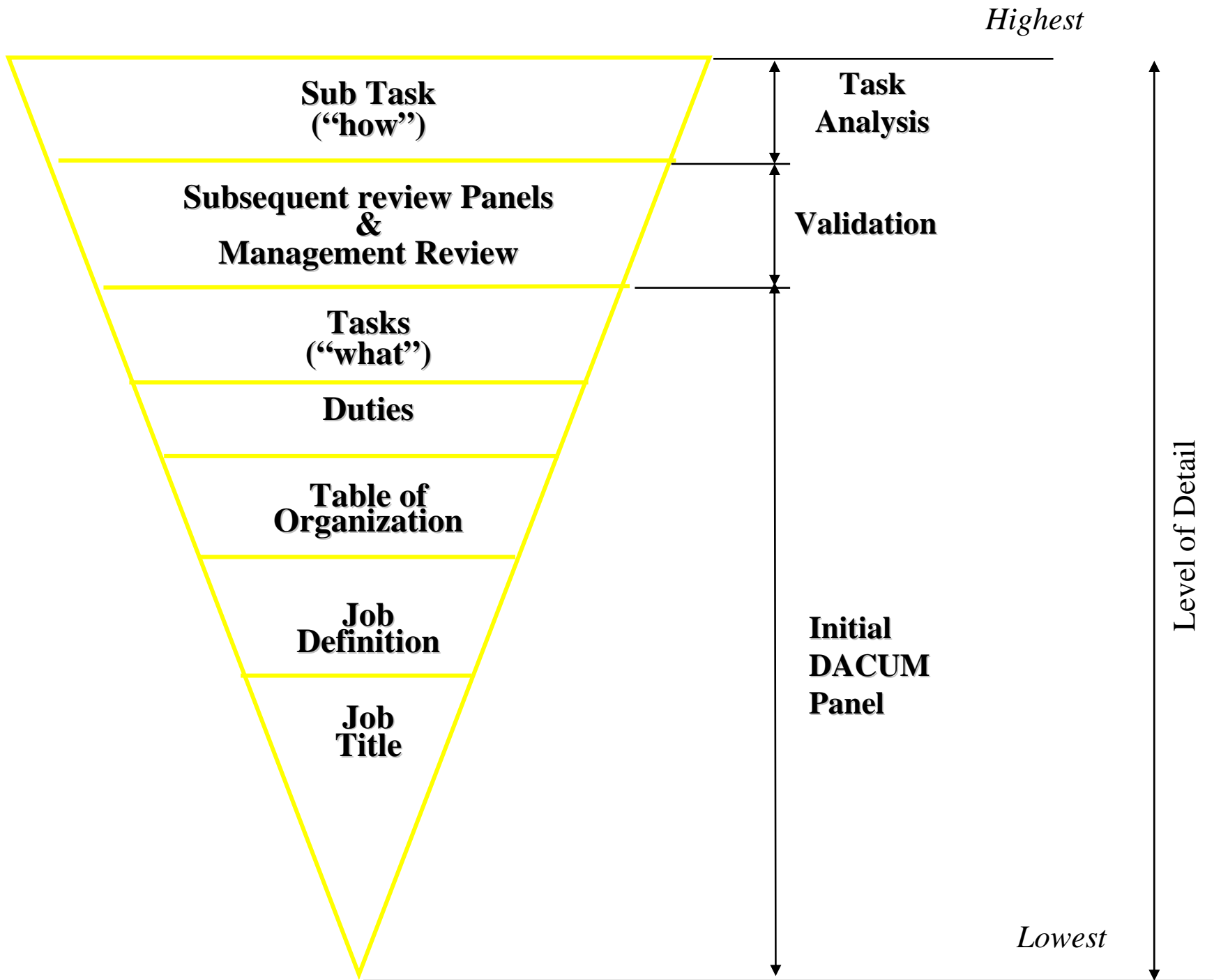
Why use the DACUM Process

Cost effective

Involves workers in a participatory process that honors their expertise



O/A Inverted Pyramid



Occupational Duties Worksheet

Please identify the major (big) pieces of
your occupational pie:



1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Other _____

Definition of Duty: General area of competence that successful workers in the occupation must demonstrate or perform on an ongoing basis.

MODEL

**DUTY/TASK
CARD**

**VERB
MODIFIER
NOUN**

TYPICAL CARDS

(V) Implement

(M) Training

(N) Program

Knowledge

An understanding
and familiarity with
facts and information.

Skills

The ability to perform occupational tasks with a high degree of proficiency.

Traits

An innate or learned ability or distinguishing quality that allows an individual to complete a job.



Training Needs

A measure of job tasks that panelists believe should be included in basic and inservice training programs.

INSTITUTE INCATEP

- Knowledge, skills and traits to training port.

