Task X-Ray Worksheet

Project 3.2.4 · Task X-Ray Report · Day 1 to 3

Job, in plain words:	**Source:** ☐ my interview notes ☐ a job description	**Worker's alias (not a real name):**

Use your 3.2.3 notes. No real names, and no employer, customer, patient or client details. A score is a way to see where to look. It is **not** a prediction.

Reach (0 to 3) is how far a tool does the task today: **0** none · **1** a small part · **2** a big part · **3** most of it. Every reach above 0 needs evidence: **W** the worker said · **P** a published source says · **G** my guess. Guesses are fine. Hiding them isn't.

R C T K are the four questions from 3.2.1, scored **0, 1 or 2** (higher means more for a person): **R**outine or judgment? (routine 0 · mixed 1 · judgment 2) · **C**ost of a mistake (cheap 0 · costly but fixable 1 · hard to undo 2) · **T**rust (no 0 · some 1 · yes 2) · **K** who checks (each result 0 · a sample 1 · no one 2).

1 Score the tasks

#	**Task** verb + object; tool does:	**Time** most/ some/little	**Reach** 0 1 2 3	**Evidence** W worker · P published · G guess	**R**	**C**	**T**	**K**	**Level** 1 to 4	**Max** allowed	**Gap** + 0 −
1	tool does:										
2	tool does:										
3	tool does:										
4	tool does:										
5	tool does:										
6	tool does:										
7	tool does:										
8	tool does:										

Level: add R + C + T + K. **0 to 1** is level 1, **2 to 4** is level 2, **5 to 6** is level 3, **7 to 8** is level 4. Then two stop signs: a hard-to-undo mistake (C = 2) means level 2 at least, and no one checking (K = 2) means level 3 at least. **Max (the most reach allowed):** level 1 → 3 · level 2 → 2 · level 3 or 4 → 1. **Gap = Reach − Allowed. Above 0** is a “pressure point” · **0** is “matched” · **below 0** is “room for help.”

2 What the X-ray shows

Pressure points: ____	Matched: ____	Room for help: ____	Reach scores above 0 that are guesses: ____ of ____

Look first: pressure points in tasks that take most of the week (task numbers)	
One task where, if a person read every result, the level would change. Which one, and to what level? (set K to 0)	
A score I'm least sure of, and what would make me surer	

A pressure point means a tool reaches further than the four questions say it should. It does not mean anyone will lose a task. Room for help is not a recommendation to add a tool.

3 Compare with a published source

Source: ☐ O*NET OnLine ☐ Occupational Outlook Handbook ☐ other: _____	
Occupation title, exactly as the source lists it	
Date I looked	
The outlook sentence, copied exactly	
The years the outlook covers	

Task number	1	2	3	4	5	6	7	8
Listed there	☐	☐	☐	☐	☐	☐	☐	☐
Listed in different words	☐	☐	☐	☐	☐	☐	☐	☐
Not listed there	☐	☐	☐	☐	☐	☐	☐	☐

Tasks the source lists that I didn't have (how many, and one example)	
How my findings fit the outlook: ☐ seem to fit ☐ partly fit ☐ seem to conflict ☐ can't compare directly	
Why? (a projection counts jobs; my table is about tasks)	

> A task missing from a summary isn't wrong. Summaries leave things out. A projection describes a whole occupation, not one workplace, and it is not a forecast. One worker is one worker.

4 Plan the brief

The job in one line (6 words or more)	
Task where a tool reaches (number, and the evidence)	
Task that stays with a person (level 3 or 4): number, and what keeps it there	
A skill to build, its strand (Make · Know · Connect · Steer), and a first step I can take	
A quote from the worker? ☐ none ☐ yes, and they said yes to my using it (25 words or fewer)	
What I don't know (15 words or more): one worker, a few tasks, a simplified model, what I couldn't check	

The brief fits one page (420 words or fewer). The project page builds it from your entries, so type your final answers there. Check it for words that go beyond your evidence: “will be replaced,” “safe from,” “proves,” “everyone should,” “because of AI”.

5 Peer review

Swap with a partner. They answer about **your** brief and table, then you reply.

Question	Yes	No	Note
Could you film each task? (verb and object)	☐	☐	
Is each reach score backed by evidence that isn't just a guess?	☐	☐	
Does the brief say what the table shows without predicting the future?	☐	☐	
Does it say what the published source says and what it doesn't show?	☐	☐	
Are the limits honest, and is there no name or private detail?	☐	☐	

Partner's comment on one line of my work (6 words or more)	
My reply: what I changed, or why I didn't (6 words or more if any answer was no)	

☐ I used an alias. ☐ No employer, customer, patient or client details. ☐ I marked my guesses as guesses. ☐ I copied the title and outlook exactly and wrote the date. ☐ My teacher read it.