

## &gt;&gt;&gt; NEWSLETTER &lt;&lt;&lt;

# FIELD RESEARCH EXAMINER

- Experts in the field, dedicated to research -

We are excited to introduce our quarterly Examiner Newsletter this year! In this newsletter you will find a treasure trove of information on important updates, tips and tricks, and what to expect for our 2024 projects. Our team is very appreciative of your support in our data collection projects and looks forward to continued collaboration this year.

## IMPORTANT UPDATES IN 2024

### PAY STRUCTURE

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This year our team is evaluating our pay rates across projects! Because of this, ***you may see changes in how pay rates for each project are structured and communicated.*** We value your experience and expertise and want to ensure compensation accurately reflects your efforts.

### BONUS CHANGE

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Historically, we often default to “big” bonuses at the end of projects. In 2024, after completing WAIS 5 and WMS 5, ***we will change how we utilize bonuses throughout a project.*** As noted above, we are looking at our overall pay structure. We are also looking at new, creative incentives we can employ throughout a project. We want to use bonuses more strategically to reward those examiners who are consistently helping us find the candidates we need. We aren't sure exactly what this will look like yet, but are excited to try some new things in 2024! One idea is to offer unique incentive options early in the project - this allows us to have some fun while also meeting our budgets and schedules.

## REFERRALS

3

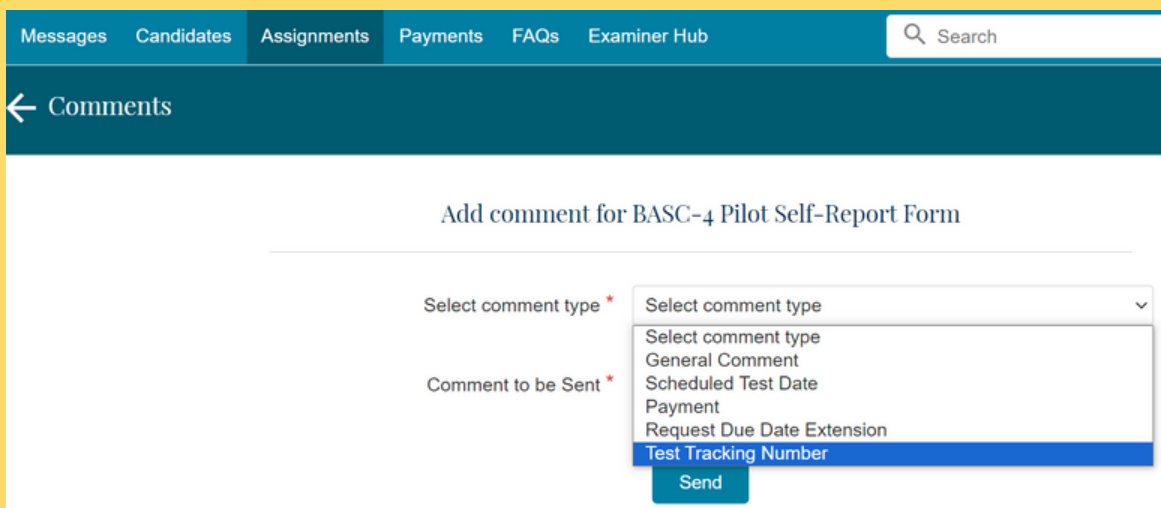
We are also reviewing our current referral process and have decided that **after completing WMS 5, our current referral bonus will no longer be available.** However, we have exciting changes coming! As mentioned earlier, we will be restructuring pay rates and incorporating incentives in 2024 designed to reflect how crucial your work with us is. As we reevaluate our referral process, we encourage you to continue using your current candidate pool for recruitment. Your candidate recruitment efforts ensure that the data collected reflects the diverse populations you serve.

## TRACKING NUMBERS

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As you know, each assignment has a due date. It is imperative tests arrive at Pearson by that due date. Please keep in contact with our team if a due date needs to be extended. Overdue assignments will be canceled. We also need you to keep track of all tracking numbers as tests are mailed to Pearson. Beginning in 2024, in the unfortunate instance a test is lost in the mail - **we will only be able to pay you if you provide a tracking number.** The Candidate will always be paid.

The best way to keep tracking numbers organized is to **add them to your portal account!** Under the assignment you can add a comment - please select the comment type “Test Tracking Number” and add your tracking number there!



The screenshot shows a web portal interface with a navigation bar at the top containing 'Messages', 'Candidates', 'Assignments', 'Payments', 'FAQs', and 'Examiner Hub'. A search bar is located on the right side of the navigation bar. Below the navigation bar, there is a header for 'Comments' with a back arrow. The main content area is titled 'Add comment for BASC-4 Pilot Self-Report Form'. There are two dropdown menus: 'Select comment type \*' and 'Comment to be Sent \*'. The 'Select comment type \*' dropdown is open, showing a list of options: 'Select comment type', 'General Comment', 'Scheduled Test Date', 'Payment', 'Request Due Date Extension', and 'Test Tracking Number'. The 'Test Tracking Number' option is highlighted in blue. Below the dropdowns is a 'Send' button.

# TIPS & TRICKS

## **EXAMINER HUB**

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Have you spent some time touring our [Examiner Hub](#) yet? This is the best place to find up-to-date information on current and upcoming projects! It houses project-specific resources such as test administration information, pay rates, and exclusion/inclusion criteria. You can also find general Field Research information such as portal assistance, payment forms, and FAQs. **Bookmark this amazing resource and visit it often!**

## **CANDIDATE NEEDS EMAILS**

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Once a project is fully underway, our team sends weekly “needs” emails - these are created to let you know the specific demographics of candidates needed to complete a project. Use this updated information to help guide your recruitment efforts. *If you do not receive these emails and you are active on a project, please let us know!*

## **BEST TIP EVER!! GET TO KNOW THE TEAM!**

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One of the best ways to maximize your time spent partnering with Field Research is to get to know our team! This quarter we are excited to highlight one of our Examiner Relations team members, **Skyler Payne**. Many of you interacted with Skyler regularly during the WAIS 5 data collection - get to know him a little bit better!



Skyler Payne

### **What is your favorite part of working alongside Examiners during data collection?**

The opportunity to work with examiners who use our products in the field, allowing them to get a sneak peek at products while helping us create the best possible version of the test!

### **What has been your favorite data collection project, so far?**

WAIS 5 - Examiners were so eager and enthusiastic about using and testing this new product.

### **Do you have a message for our examiners?**

Keep up the great work, we appreciate every one of you!

# UPCOMING IN 2024!

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## PILOT STUDIES

We are wrapping up the WMS 5 Standardization, but currently, *most of our remaining projects planned for 2024 will be pilots*. Pilots are one of our earliest research phases on a project. Therefore, they usually have smaller sample sizes. Given the smaller size, only a select number of examiners can participate per project. Aside from the size, you may also notice that materials reflect the early stages of development and may not have all of our typical design elements found in the final product. Because we are in the early stages of development, it's an excellent opportunity to give feedback and get a "sneak peek" at what is new!

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## UPCOMING PROJECTS

We have a great year ahead! Upcoming projects in 2024 are:

**BASC 4 pilot: Spring 2024**

**CELF 6 pilot: Summer 2024**

**BASC 4 Standardization is coming end of 2024!**

Please begin recruiting candidates aged 2 - 21 now! Pilot projects will have smaller sample sizes, so examiners with access to younger candidates will be more likely to be selected for participation.

Remember the Examiner Hub will keep you up to date with any changes or additions to our project line up. Be sure to reference it often! We look forward to your continued support and partnering with you this year!



We are so thankful for your support and partnership! We know many of you spend hours outside of your job helping us - and your dedication does not go unnoticed! If there is ever anything we can do to support you better, please let us know!

- Pearson Field Research