

>>> NEWSLETTER <<<

FIELD RESEARCH EXAMINER

- Experts in the field, dedicated to research -

Welcome to the fourth edition of our Examiner Newsletter! We are incredibly grateful for your ongoing partnership with us. We know that many of you give up time outside of your work hours to assist us in achieving our data collection and publishing goals, and we truly appreciate your dedication. As we wrap up 2024, we are busy planning and preparing for our coming projects in 2025. We hope this newsletter provides valuable updates, tips, and information on upcoming projects. Please don't hesitate to contact us if you need anything.

EXCITING UPDATES!

1

2025 CONSENT FORMS

The **2025 annual consent forms are now available in the Field Research Portal**. When sending a consent form to your candidate or their parent, select either a 2024 or 2025 consent form. It is important to send the consent form corresponding to the year the candidate will be testing. If your candidate has already completed a 2024 consent form but will be testing in 2025, **they must complete a new 2025 consent form before proceeding with any testing.**

2

END OF YEAR PAYMENTS STOPPED

As a reminder, all **Examiner payments are stopped in December** due to auditing and tax reasons. **Payments will resume on January 20th.** Payments for candidates and raters will continue without interruption!

3

PORTAL UPDATE

We hope you've noticed the recent updates to our Portal! We are committed to enhancing its features and plan to introduce surveys and panels in the coming year to gather your feedback on how we can improve the Portal!

We are committed to the security of your Field Research Portal account. Since **we recently upgraded the Portal, we highly encourage you to log in and update your security question and password.**

How can you get the most out of the Portal now? Ensure you have done a Hard Reload since our update and use the Chrome browser for the best experience.

TIPS & TRICKS

1

PROTECTING CANDIDATE IDENTITY

As we hold data security in VERY high regard, we must do everything we can to be mindful of candidate information. When communicating with our Field Research team, please **refer to candidates using candidate IDs instead of their names or other identifying details.** This is particularly important when communicating via email.

2

ASSIGNMENT REQUIREMENTS

To avoid an unusable test and then not being paid, please **read the assignment requirements for every assignment BEFORE testing the candidate.** The requirements share critical information, such as interval requirements and inclusion/exclusion criteria. If a candidate is assigned in error, **we depend on you to review those criteria and either decline the assignment or contact us with any questions.** The Requirements within the Assignments tab in the Portal is the BEST place to find this information and perform that crucial double-check.

3

DUE DATE INFORMATION

The **due date in the Portal is when we expect to receive the test at Pearson.** Please keep an eye on these due dates, as it is imperative for our pacing and tracking to know what tests will arrive and when. If you are worried about meeting a specific due date, please **leave a comment in the Portal or email us to inquire about an extension.** Be sure to *include the candidate ID, the test that needs an extension, the project, and the date you CAN get the test to Pearson.*

You may have noticed that you now receive weekly automated reminders regarding all your current assignments and their due dates, with a callout for any overdue. This new feature is designed to help you stay on top of your deadlines, and we hope you find it useful!

4

BEST TIP EVER!! GET TO KNOW THE TEAM!

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, **Kiele Harris**. Many of you interact with Kiele frequently as you work on the BASC-4 Standardization - get to know her a little bit better!



Kiele Harris

How long have you been with Pearson? 9 years

Favorite office item? Brightly Colored Pens

What is your favorite part of your role? I love receiving examiner feedback and applying it to enhance their overall experience with Field Research!

What upcoming or recent change or update are you most excited about? Soon, we'll give examiners visibility on what their candidates enter on the demographic forms. This will allow examiners to confirm their candidates meet the collection's criteria before testing, resulting in fewer unusable tests.

Any message or reminder you would like to share with our examiners? Share the word! We need a variety of examiners and candidates to participate in all of our collections. If you've enjoyed working with Field Research, pass the opportunity along to your network and colleagues.

UPCOMING IN 2025!

1

BASC-4 STANDARDIZATION- CONTINUES

BASC-4 standardization will continue through the first half of 2025! This huge data collection project requires contributions from students, parents, and teachers. If you are an eligible professional and are not already involved, we would LOVE for you to participate! The more examiners who can actively recruit and participate, the better!

This project is unique: you will not sit one-on-one with candidates and administer a paper/pencil assessment. Your main responsibility will be to launch digital rating forms for teachers, parents, and students from the Portal, ensuring that these forms are completed and submitted to Pearson by the due date.

In 2025, we will also conduct a special study for the BASC-4 Standardization specifically for **native Spanish speakers — candidates, parents, and teachers!** If you have access to this population, please email us ASAP!

2

WISC-6 PILOT

We are excited to kick off our small **WISC-6 Pilot project in January!** We already have many of you lined up to work on this project, and we are SO thankful! Our goal is to move quickly with this collection.

We are still looking for **School Psychologists who have access to candidates with a Mild Intellectual Disability** to join the project. Please review the inclusion and exclusion criteria available on the Examiner Hub. If this is you, we would love to hear from you! Email us so we can get you started on this project!

THANK
YOU!

We could not do this without your partnership and commitment!

- Pearson Field Research