

**File Descriptions for the  
O\*NET™ Work Importance Locator Instrument and Support Documents**  
September 21, 2001

**SUMMARY**

The files below are provided to enable users to download and print the O\*NET™ Work Importance Locator instrument and related materials (e.g., score report, user guide, occupational lists). Two types of files have been produced: 1) PDF files for "Desktop" viewing and printing, and 2) PDF "Print Shop" files that can be used by programs/organizations with access to professional printing equipment. Individual files are grouped and distributed as zipped files. Descriptions of the files are provided below. The legend that follows is provided to help you understand the filenames.

**LEGEND**

<b>WIL</b>	Work Importance Locator	<b>CL</b>	Combined List
<b>Instr</b>	Instrument	<b>SR</b>	Score Report
<b>Cards</b>	Work Value Cards	<b>spr</b>	Printer spreads
<b>Sheet</b>	Card Sorting Sheet	<b>cvr</b>	Document cover
<b>Envlp</b>	Envelope	<b>1c</b>	1-color documents
<b>ML</b>	Master List	<b>2c</b>	2-color documents
<b>UG</b>	User's Guide	<b>4c</b>	4-color documents
<b>deskp</b>	Document layouts and page ordering optimized for desktop printing.	<b>deskv</b>	Denotes documents optimized for desktop viewing and <b>NOT</b> printing.

**DESKTOP**

Desktop files were created to enable users to view or print O\*NET™ Work Importance Locator materials from their desktop computer, using either a laser or inkjet printer. Desktop files can be used to print materials for purposes that do not require "professional print shop" quality. This level of quality may be acceptable in printing many of the Work Importance Locator materials. However, it is not sufficient for printing Work Importance Locator instruments for administration (see note below). Users should evaluate the quality of materials printed from desktop files to see if it meets their needs.

Work Importance Locator - Desktop files (WIL-desk.zip)

WIL-Instr-deskv.pdf \*  
 WIL-Cards-deskv.pdf \*  
 WIL-Sheet-deskv.pdf \*  
 WIL-Envlp-deskv.pdf \*  
 WIL-SR-deskp.pdf  
 WIL-ML-deskp.pdf  
 WIL-UG-deskp.pdf

\* These documents represent a desktop version of the O\*NET™ Work Importance Locator instrument materials, primarily provided for desktop viewing. While it is possible to print these documents and obtain a good facsimile, it is **NOT** for actual production of the instrument materials. The appropriate files for this use are provided within the Print Shop section below.

## **PRINT SHOP**

The files below are provided to enable commercial, private or public printing services to mass produce professional quality O\*NET™ Work Importance Locator instrument and associated materials. Print Shop files are produced as press optimized print spreads, at a high resolution. They are suitable for generating print film and for reproduction using professional printing equipment.

All document covers and the instrument materials, except the Work Values Cards, are provided as 4-color print spreads. Texts of the associated documents are provided in either 1-color or 2-color spreads, as appropriate. (NOTE: Desktop versions of the instrument materials and associated documents can be viewed to further ensure print accuracy and assembly of print spreads.) Any questions regarding their printing can be addressed to [onet@ncmail.net](mailto:onet@ncmail.net).

### Work Importance Locator - Instrument - WIL-Instr.zip

WIL-Instr-spr-4c.pdf  
WIL-Cards-1c.pdf  
WIL-Sheet-4c.pdf  
WIL-Envlp-4c.pdf  
WIL-Instr-deskv.pdf  
WIL-Sheet-deskv.pdf  
WIL-Envlp-deskv.pdf

### Work Importance Locator - Score Report - WIL-SR.zip

WIL-SR-cvr-spr-4c.pdf  
WIL-SR-spr-1c.pdf  
WIL-SR-spr-2c.pdf

### Work Importance Locator - Master List - WIL-ML.zip

WIL-ML-cvr-spr-4c.pdf  
WIL-ML-spr-1c.pdf  
WIL-ML-spr-2c.pdf

### Work Importance Locator - User's Guide - WIL-UG.zip

WIL-UG-cvr-spr-4c.pdf  
WIL-UG-spr-1c.pdf

### O\*NET Occupations Combined List: Interests and Work Values - onet-CL.zip

CL-cvr-spr-4c.pdf  
CL-spr-1c.pdf  
CL-spr-2c.pdf

Work Importance Locator Instrument and ALL Associated Documents (WIL-all-print.zip)

WIL-Instr-spr-4c.pdf  
WIL-Cards-1c.pdf  
WIL-Sheet-4c.pdf  
WIL-Envlp-4c.pdf  
WIL-Instr-deskv.pdf  
WIL-Sheet-deskv.pdf  
WIL-Envlp-deskv.pdf  
WIL-SR-cvr-spr-4c.pdf  
WIL-SR-spr-1c.pdf  
WIL-SR-spr-2c.pdf  
WIL-ML-cvr-spr-4c.pdf  
WIL-ML-spr-1c.pdf  
WIL-ML-spr-2c.pdf  
WIL-UG-cvr-spr-4c.pdf  
WIL-UG-spr-1c.pdf  
CL-cvr-spr-4c.pdf  
CL-spr-1c.pdf  
CL-spr-2c.pdf