



From the Inspiration to the Dedication: The Journey to Academic Book Authorship

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It All Starts With An Idea

- Mainstream publishers often have a protocol for book proposal submission, with a structured template to follow.
- The present research poster will examine the process currently underway by the author, who is now writing the tentatively titled textbook, Workforce Assessment: Job Analysis, Recruitment, and Selection for Sage Publications Inc.
- Questions to consider upon embarking on an book idea:
 - What subject matter and topics are critical for relevant knowledge acquisition and effective application in field settings today?
 - What types of resources are currently available that are academically rigorous and also contain all the material deemed necessary for inclusion?
 - What publishers cover this subject matter, and is there an identifiable need among their current offerings?

The Proposal Process

Project Overview

The proposed textbook will be designed to enable students to continue to develop their knowledge base of this subject matter they have likely acquired through a more introductory Human Resources Management or Organizational Psychology type of foundation course, while learning how to actually design, build, implement and evaluate the tools and methods needed for accurate, legally compliant, ethical, and rigorous assessment of job candidates during the recruitment and selection process.

The vision for this textbook in development is that it truly bridges theory and concept with practice, in an engaging manner and also from the perspective of an author who has personally explored and worked with this content from the student, instructor, and practitioner perspective. It may serve as a core textbook for courses that cover any or all of these specific topic areas as they pertain to the development and implementation of assessment methods and tools.

Target Audience/Market

The textbook is primarily targeted to graduate students enrolled in a course designed to cover workforce assessment strategy and methods relevant to the topic areas of job analysis, recruitment, and selection. It is designed to target those students who have successfully completed an introductory-level course in Human Resource Management, Personnel Psychology, or Introduction to Industrial/Organizational Psychology, and have acquired a foundational knowledge base from which to progress into developing assessment strategies and approaches for job candidates and employees.

Acquiring this knowledge and skill set is an imperative for student achievement, and highly desired by employers looking for candidates to have critical competencies needed with a minimal learning curve (i.e. to hit the ground running).

Determining Book Style and Approach

- The main goal of this book is to provide students with the knowledge and skills needed to successfully design, implement, and evaluate assessment tools for workforce-related processes, from the initial job design/analysis to recruitment and selection of job candidates.
- Additionally, a goal of this book is to integrate real-world applications as well as approaches for handling challenges, such as obtaining support/resources and partnering with line managers to ensure understanding of the rationale for the steps in the processes and legal compliance needs. The textbook will be developed as a more comprehensive and cutting edge presentation of existing knowledge aligned with field-specific scenarios, issues, and organizational best practices.
- The vision for the textbook approach is to facilitate a greater degree of critical thinking and problem solving of the subject matter in the context of real-world needs. It is this design that will drive a more progressive perspective, the cornerstone of which is the integration of theoretical and conceptual content with professional practices, trends, and insight.
- Also important is the integration of theoretical and conceptual content, with practical considerations and field-specific applications in a narrative style that is clearly-written and engaging. Examples and relevant real-world scenarios will be included in each chapter to illustrate the concepts and facilitate topic application. Because the students in this type of course will be required to demonstrate competence in a skill set involving the actual design and building of various forms, tools, and instruments in a strategic and efficient manner that is also legally compliant, ethical, valid, and reliable, there must be guidance built into this textbook that enables such skill-building and practice.

Designing a Table of Contents

Creating a well-organized table of contents is often a requirement for book proposals, as it provides the publisher and peer reviewers with a clearly structured 'roadmap' for the content and framework.

The following example is the author's current table of contents:

Chapter 1:	Introduction to Workforce Assessment and Planning
Chapter 2:	Legal and Ethical Considerations in Assessment
Chapter 3:	Job Design & Analysis
Chapter 4:	Job Description & Competency Model Design
Chapter 5:	Job Evaluation & Compensation Strategy
Chapter 6:	Recruitment Strategy
Chapter 7:	Selection: Interview Strategy
Chapter 8:	Selection: Application Forms & Testing
Chapter 9:	Selection: Simulations and Assessment Centers
Chapter 10:	Validity and Reliability of Selection Measures
Chapter 11:	Transitioning from Candidate to Employee
Chapter 12:	Talent Management in a Global Economy
Appendix A:	Resources for HR Professionals
Appendix B:	O*NET Tutorial and Navigation

Book Authorship Process

Vision & Idea Generation
 Inquiry to Publisher
 Proposal Development & Submission
 Review of Proposal by Peer Reviewers & Publisher Committees
 Modification to Proposal Prior to Acceptance & Contract
 Submission of Content to Peer Reviewers & Editing Team
 Review of Final Manuscript & Design of Layout

