



# ASCAN Candidate Qualifications Inquiry

## PRA Notification Modal

Office of Management and Budget Paperwork Reduction Act (PRA) Notice X

**Paperwork Reduction Act Statement:** This information collection meets the requirements of 44 U.S.C. § 3507, as amended by Section 2 of the *Paperwork Reduction Act of 1995*. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number.

The OMB control number for this collection is **2700-0156** and expires on **MM/DD/YYYY**. We estimate that it will take 20 minutes to read the instructions, gather the facts and answer the questions. You may send comments on our time estimate above to: [Astronaut.Selection@nasa.gov](mailto:Astronaut.Selection@nasa.gov). Send only comments relating to our time estimate to this address.

For more information regarding NASA Paperwork Reduction Act Program, contact:

**NASA PRA Clearance Officer**  
NASA HQ/JF000  
NASA Headquarters  
Washington, DC 20546-0001

Close

Following the initial connection and access to the application, the modal can be manually recalled by clicking the PRA link located on the bottom-right corner of the footer.

**OMB Paperwork Reduction Act**  
Version: 01.00.00, Last Updated: 06/20/2016

The footer is displayed on every page of the collection instrument.



## ASCAN Candidate Qualifications Inquiry

# Welcome Page

Welcome back, [ REFERENCE NAME

Last Visit: 04/26/2018 at 03:12:34

Your input into the evaluation of NASA Astronaut Candidate [Candidate Name] provide us with significant information used to determine the applicant's suitability for participation in the ASCAN program. We would appreciate you completing this evaluation as honestly and completely as possible. Additionally, there is space at the end of each section (except Section 1) for specific example narratives.

Please note, no attachments or separate documents will be considered outside of this form. Since this information is needed for selection activities currently underway, your prompt completion and return of this inquiry is requested. For your information, a copy of this Astronaut Candidate Qualifications Inquiry may be provided to the applicant, if requested in writing from the Astronaut Selection Office.

If you have any questions concerning this evaluation or you experience any problems, please send us an email at [Astronaut.Selection@NASA.Gov](mailto:Astronaut.Selection@NASA.Gov), or call the NASA Astronaut Selection Office at +1 (281) 483-5907

Thank you for your input!

Sincerely,

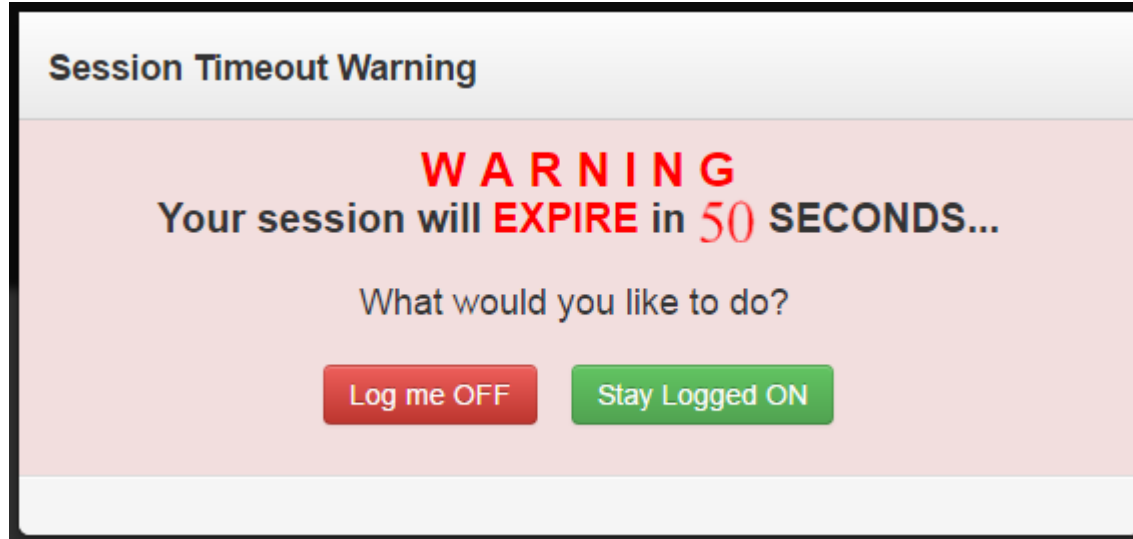
Anne Roemer  
Manager, Astronaut Selection Office

[Continue Inquiry](#)



# ASCAN Candidate Qualifications Inquiry

## Timeout Warning



Inactivity timeout and logoff occurs after fifteen (15) minutes. Respondents receive a **Session Timeout Warning** after 14 minutes of inactivity, and are subsequently disconnected after sixty additional (60) seconds.



# ASCAN Candidate Qualifications Inquiry

## Navigation / Progress Bar

The Progress Bar Indicators display progress of Step completion. Indicators can be click to navigate to that Step.

Progress for Candidate [ Candidate Name Here ] Logged in as: [ Reference Name Here ] [Logout](#)

Step 1 - Establish Reference History

Step 2 - Rate Professional Capabilities

Step 3 - Rate Personal Attributes

Step 4 - Rate Leadership Skills

Step 5 - Rate Teamwork Skills

Step 6 - Rate Overall Impression

Progress Bar Indicators

Step Not Started

Step In Progress

Step Completed

Step 1 - Establish Reference History

Step 2 - Rate Professional Capabilities

Step 3 - Rate Personal Attributes

Step 4 - Rate Leadership Skills

Step 5 - Rate Teamwork Skills

Step 6 - Rate Overall Impression

**NOTICE:** Steps with **ORANGE** indicators are INCOMPLETE.

An alert is displayed when Step 6 is completed and any other step remains un-started/incomplete.



# ASCAN Candidate Qualifications Inquiry

## Step 1

### Step 1 - Establish Reference History

How long have you known the applicant?

Select years known ▼

In what capacity have you known the applicant?

- Professional  
 Personal

May we contact you for additional information?

- Yes  No

Save

Save and Continue to Step 2 >>

Select years known

- 10 + years
- 9 - 10 years
- 8 - 9 years
- 7 - 8 years
- 6 - 7 years
- 5 - 6 years
- 4 - 5 years
- 3 - 4 years
- 2 - 3 years
- 1 - 2 years
- 1 year
- Less than a year



# ASCAN Candidate Qualifications Inquiry

## Step 2

### Step 2 - Rate Professional Capabilities

OMB PRA Control Number: 2700-0156

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low) 1	2	3	4	(High) 5	N/A
<b>Technical</b> - Quality, diversity and breadth of technical knowledge in their chosen profession	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Experience</b> - Quality, diversity and breadth of professional experience in their chosen profession	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Operational</b> - Has the capacity and technical skills to address real-time and possibly dynamic situations - can think on their feet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Planning</b> - Establishes a plan, guided by resources, arranges and executes tasks efficiently to meet goals, and follows to completion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Situational Awareness</b> - Is able to follow and understand the overall status of a situation based on available information - has the big picture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Problem Solving</b> - Follows a logical and proper course of action based on best use of resources and information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time when the candidate exhibited these Professional Capabilities:

Characters left 2000

<< Save and Return to Step 1

Save

Save and Continue to Step 3 >>



# ASCAN Candidate Qualifications Inquiry

## Step 3

### Step 3 - Rate Personal Attributes

OMB PRA Control Number: 2700-0156

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low) 1	2	3	4	(High) 5	N/A
<b>Accountability</b> - Responsibly completes assigned tasks, openly admits shortcomings and accepts responsibility for mistakes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Discipline</b> - Functions within operational, regulatory, and organizational guidelines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Self Improvement</b> - Motivated to improve technical, professional and teamwork skills, and accepts and acts on feedback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Personal Conduct</b> - Represents employer, colleagues and profession favorably	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Tolerance</b> - Displays an understanding and acceptance of other cultures, organizations, professions, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Stress Management</b> - Maintains personal capabilities and skills in a stressful or dynamic environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Communication</b> - Openly and efficiently exchanges information, actively listens and respects dissenting views	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Self Management</b> - Understands personal limitations and knows how to maintain personal well being in unfamiliar situations or circumstances	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Conscientiousness</b> - Exhibits positive and constructive disposition, very motivated	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time when the candidate exhibited these Personal Attributes:

Characters left 2000

<< Save and Return to Step 2

Save

Save and Continue to Step 4 >>



# ASCAN Candidate Qualifications Inquiry

## Step 4

### Step 4 - Rate Leadership Skills

OMB PRA Control Number: 2700-0156

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low) 1	2	3	4	(High) 5	N/A
<b>Leadership</b> - Empowers a team to achieve goals while being respectful to all members of the team	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Instructing/Mentoring</b> - Shares information, gives feedback, encourages team members to reach full potential - does not take credit for others efforts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Adaptive Leadership</b> - Is able to adapt style of leadership if required by an unexpected or dynamic situation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time when the candidate exhibited these Leadership Attributes:

Characters left 2000

<< Save and Return to Step 3

Save

Save and Continue to Step 5 >>





# ASCAN Candidate Qualifications Inquiry

## Step 5

### Step 5 - Rate Teamwork Skills

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low) 1	2	3	4	(High) 5	N/A
<b>Followership</b> - Loyal to the leader and team, and places team goals above personal goals - no personal agenda	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Team Building</b> - Develops strong, professional relationships with other team members	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Team Participation</b> - Actively participates and contributes to team goals, acts as a team player	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time or event when the candidate exhibited good Teamwork Skills:

Characters left 2000

Does Applicant have any weaknesses or undesirable characteristics, personal or professional, omitted from or not adequately covered by the preceding items?

Characters left 2000

<< Save and Return to Step 4

Save

Save and Continue to Step 6 >>



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## Step 6

### Step 6 - Rate Overall Impression

Please give your overall impression of the candidate's ability to be effective in a stressful, high visibility position:

Do not Recommend	Some Doubts and Reservations	About Average	Better than Average	Definitely Superior
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide any additional comments or insight you might have on this candidate:

Characters left 2000

<< Save and Return to Step 5

Save



## ASCAN Candidate Qualifications Inquiry

# Closing Salutation (Additional Input Requested)

### Inquiry Completed!

Thank you for completing this Astronaut Candidate Qualifications Inquiry. Your responses to the questions are very important to the application process.

You have **1** candidate reference remaining.

Click the name of the candidate below to continue, or click the **Submit and Logout** button below to come back later.

*[Candidate Names Listed Here]*

Submit and Logout