



<p><b>3. Attained distinction in quality-related disciplines</b></p>	<p>Attained distinction in one or more of the following ways:</p> <ol style="list-style-type: none"> <li>1. Planning or operation of quality-related work activities.</li> <li>2. Teaching a major course in a quality-related academic discipline at an accredited school or institution.</li> <li>3. Developing original theories, principles, or techniques of quality-related work.</li> <li>4. Expounding useful theories, principles, or methods of quality-related work.</li> <li>5. Directing work of significant scope in the application of quality-related work.</li> </ol>	<ol style="list-style-type: none"> <li>1. J. Doe planned and implemented SPC throughout the ABC Division of XYCo. in the 1970s, reducing scrap from 25% to 10 PPM.</li> <li>2. J. Doe has taught statistics, design of experiments, and quality engineering courses for 10 years at _____ University; J. Q. Doe has taught quality analysis methods to interns for ___ years.</li> <li>3. J. Q. Doe has published original methodologies for _____ in the <i>Journal of Quality Technology</i> and in <i>Technometrics</i>; J. Q. Doe has published multiple studies on improving the service and delivery of _____.</li> <li>4. J. Doe is a regular, frequent speaker and seminar lecturer on _____, and has been an invited speaker at _____.</li> <li>5. J. Q. Doe has been corporate VP for Quality at XYCo. since 1985, responsible for achieving and maintaining ISO 9002 certification across five divisions and 15 manufacturing facilities worldwide.</li> </ol>	<ul style="list-style-type: none"> <li>• Job descriptions</li> <li>• Résumé</li> <li>• Letters from supervisor or recognized authorities from quality-related disciplines</li> <li>• Copies of records of service (teaching, speaking)</li> <li>• Copies of patents, publications, etc.</li> </ul>
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**Step 2: Candidate must meet minimum scoring requirements in each of six Proficiency Areas.**

**Step 3: Candidate must score a total of 28 points minimum across all six Proficiency Areas.**

- The notations in *italics* show the minimum level needed in each criterion.
- Be sure to support the point level requested with adequate data to allow for evaluation.
  - If the documentation is very clear for that level, it is not necessary to support each of the lower levels with additional documentation.
  - If there is doubt about the value of the evidence at the level applied for, support the next lower point value, but always support at least the minimum!

## Technical Experience

***4 points minimum required***

- Always attach a complete, detailed résumé.
- For each position, include: start and end dates (month and year), job title, company/employer name, description of responsibilities and accomplishments, number and position of those supervised if any, title of direct supervisor.
- Be sure that sufficient information is provided to make it clear that the minimum of 15 full calendar years in quality-related positions has been satisfied.

Criterion	Score	Sample Summary Write-up	Attachments or Evidence
Understands and applies basic quality and improvement management concepts.	1 point	J. Doe works as a receipt inspector and routinely interfaces with the plant's corrective action system, including follow-up with purchasing for responses. J. Doe works as a records analyst and routinely interacts with all functions to assure the verity of records.	Job descriptions, résumé, or letter from supervisor showing application of concepts.
Understands and routinely applies quality and/or improvement-related concepts.	2 points	J. Doe in his job as _____ demonstrates the application of the core concepts of quality with respect to inspection/report writing and data analysis. J. Doe in her job as _____ demonstrates the application of improvement tools with respect to delivery of the services offered by _____. J. Doe is listed by the Registrar Accreditation Board (RAB) as a qualified internal auditor or provisional auditor.	Job description, résumé, or letters from supervisors showing routine application of quality and improvement concepts. RAB certificate or copy of wallet card.
Has been awarded the ASQ Certified Quality Technician, Quality Inspector, Calibration Technician, Quality Improvement Associate, or equivalent.	3 points	J. Doe is a certified _____. He passed these test(s) in _____.	Copies of current certificates.
<i>Has achieved useful or significant results through the application of quality-related concepts. Has been awarded the ASQ Certified Six Sigma Green Belt or RAB/IATCA Auditor.</i>	<i>4 points (Required level of demonstrated experience or expertise.)</i>	<i>J. Doe's studies in reliability at ABC Co. resulted in a 60% reduction of warranty accrual funds in the time frame of 1998-2000. The resulting saving to the company was in the \$3.4M range per annum.  J. Doe is a Certified Quality Auditor or RAB/IATCA Auditor.  J. Doe is an ASQ Certified Six Sigma Black Belt.</i>	<i>Citation or memo from company on letterhead describing the application of the concepts and the actual results. Copy of current CQA certificate. <b>Copy of current certificates or wallet card.</b></i>

<p>Has developed and implemented significant new applications of quality and improvement-related concepts. Has been awarded the ASQ Certified: Quality Auditor, HAACP Auditor, Biomedical Auditor, Quality Process Analyst, Six Sigma Black Belt, or RAB/IATCA Sr. Auditor.</p>	<p>5 points</p>	<p>J. Doe, developed new techniques for _____. This was based on original research for ABC Co., which successfully applied the concepts as follows: _____.</p>	<p>Internal company procedures, publications, or memos showing the development and application with results, OR original case studies showing same if not done within a company setting. Copies of current certificates.</p>
<p>Has been awarded the ASQ Certified Quality Engineer, Certified Reliability Engineer, Certified Manager of Quality (CMQ/OE). Has been awarded professional licensing/registration or similar recognition.</p>	<p>6 points</p>	<p>J. Doe is a Certified Quality Engineer (or any ASQ certification requiring recertification submittals). J. Doe is a P.E. in civil engineering in the state of _____. J. Doe is licensed in the field of _____ by the state of _____.</p>	<p>Copies of current certificates Copy of current PE license. Copy of medical or other state or federally recognized license.</p>
<p>Has made significant contributions to the development, understanding, and application of theoretical concepts and methods of quality and business improvement-related disciplines.</p>	<p>7 points</p>	<p>J. Doe has contributed significantly to the advancement of quality in broad areas of national and regional society for many years. For example his development of _____ and implementation of _____ resulted in his being recognized by the ASQ _____ Medal. In addition, he has been recognized with medals or citations awarded by the following national, regional, or international organizations.</p>	<p>Copies of awards, citations, and background or description of each organization granting the recognition.</p>
<p>Has received formal recognition for truly outstanding technical experience in quality and business improvement-related disciplines.</p>	<p>8 points</p>	<p>J. Doe has been recognized with the _____ Award from _____. This was granted/awarded as a result of the development of (contributions to) the application of _____ methods in the _____ industry.</p>	<p>Copies of awards and or citations and background or description of organization granting the recognition.</p>

## Occupational Responsibility

**3 points minimum required**

- Indicate how each position the nominee has held qualifies as quality-related.

Criterion	Score	Sample Summary Write-up	Attachments or Evidence
Support position, such as technician, analyst, or inspector.	1 point	Application can state "See attachment" if attachment provides complete information.	Résumé with job descriptions.
First-line supervisor, such as group leader, administrator, shift supervisor, or quality supervisor.	2 points	Application can state "See attachment" if attachment provides complete information.	Résumé with job descriptions. Should show numbers of personnel supervised and scope of job functions.
<i>Professional support position, such as physician, accountant, engineer, statistician, auditor, instructor, or assistant/associate professor.</i>	<i>3 points (Required level of demonstrated experience or expertise.)</i>	<i>Application can state "See attachment" if attachment provides complete information.</i>	<i>Résumé with job descriptions. Should show level of professional or technical expertise in use of quality and business improvement tools used or needed to perform job acceptably.</i>
Professional management position, such as engineering manager, department head in education or medicine, production manager, product manager, quality manager, internal consultant, private consultant, instructor, or professor.	4 points	Application can state "See attachment" if attachment provides complete information.	Résumé with job descriptions. Should show numbers of personnel supervised and scope of job functions. If a consultant or professor, should show departments affiliated with and scope of responsibilities.
Professional management position including responsibility for developing and/or implementing quality processes or theories recognized as effective methods for business or process improvement: Or sustained success as an individual private consultant serving a variety of clients over a multiyear period.	5 points	Application can state "See attachment" if attachment provides complete information.	Résumé with job descriptions. Should show numbers of personnel supervised and scope of job functions. Should show extent of development and application of processes or theories developed.  For private consultant, listings of projects/clients showing multiyear experience and measures of success.

<p>Professional management position including organization-wide responsibility for a major quality function (reliability, standards, statistics, benchmarking, process management, etc.) or business improvement program at division, corporate, or institution level in a multi-unit product or service business or public sector organization (includes healthcare, education, military, and government); or sustained success as a partner or principal in a multiperson local or regional consulting firm serving a variety of clients over a multiyear period.</p>	<p>6 points</p>	<p>Application can state "See attachment" if attachment provides complete information.</p>	<p>Résumé with job descriptions. Should show numbers of personnel supervised and scope of job functions. The scope needs to clearly show that the position is corporate or multi-unit in scope of coverage. For consultants, the documents should show position as partner or principal and listings of projects/clients showing multiyear experience and measures of success.</p>
<p>Corporate level management, including responsibility for quality or business improvement in a multi-unit business or organization, or sustained success as a partner or principal in a national consulting firm successfully serving large corporate clients over a multiyear period.</p>	<p>7 points</p>	<p>Application can state "See attachment" if attachment provides complete information. A corporate structure is needed to show corporate level management, and organization chart, site listings, or similar should be in the attachment.</p>	<p>Résumé with job descriptions. Should show number of personnel supervised and scope of job functions. The scope needs to clearly show that the position is corporate or multi-unit in scope of coverage. For consultants, the definition of national consulting firm is multisite, multistate. The type and nature of the clients' size and services provided should be clearly delineated.</p>
<p>Recognition at the national or international level for development or management of quality or business improvement.</p>	<p>8 points</p>	<p>J. Doe has been recognized by the _____ of _____ for management of or development of _____.</p>	<p>Copies of citations, awards, publicity showing the recognition given, including when, where, and who gave the recognition.</p>

## Publications, Papers, Presentations: Quality-related Subject Matter

*2 points minimum required*

- Submit copies of the 2-3 most significant publications. For lengthy documents, provide copy of cover, title page, and table of contents or equivalent.
- Where a nominee is a co-author and/or contributor to publications, the degree of substantive contribution should be defined so the significance of the contribution is clear and unambiguous. The clarity and completeness of specific evidence regarding significance of contributions dictates the score assigned by the committee.

Criterion	Score	Sample Summary Write-up	Attachments or Evidence
Limited oral quality presentations at ASQ section meetings and meetings of other technical groups not involving a prepared paper; publication of articles in internal company newsletters or journals, or ASQ section or division newsletters; speeches made or papers presented at internal company meetings or conferences.	1 point	Attachments can be summarized, showing presentations made and locations.	Attachments should show the date, location, organization, and subject matter presented. Typically, section or division newsletters or announcements are adequate. Presentations internal to a company could be evidenced by memos, agendas, and other documents that show activity was completed, if not the article/publication itself.
<i>Frequent oral quality presentations at ASQ section meetings and meetings of other technical groups not involving a prepared paper.</i>	2 points <i>(Required level of demonstrated experience or expertise.)</i>	<i>Attachments can be summarized, showing presentations made and locations.</i>	<i>Attachments should show the date, location, organization, and subject matter presented. Typically, section or organization newsletters and announcements are adequate. Must show multiple presentations, ideally on various subject matters, over time.</i>
Self-prepared papers distributed at talks to local groups.	3 points	Attachments can be summarized, showing presentations made and locations.	Attachments should show the date, location, organization, and subject matter presented. Typically, section or organization newsletters and announcements are adequate. Must show multiple presentations, ideally on various subject matters, over time.
Papers presented at conventions or conferences, self-prepared.	4 points	Attachments can be summarized, showing presentations made and locations.	Attachments should show the date, location, organization, and subject matter presented. Typically, section or organization newsletters or announcements are adequate. Must show multiple presentations, ideally on various subject matters, over time.

<p>Papers prepared and reviewed for presentation and publication in meeting transactions, etc.</p>	<p>5 points</p>	<p>Attachments can be summarized, showing presentations made and locations.</p>	<p>Attachments should show the date, location, organization, and subject matter presented. Typically, section or organization newsletters or announcements are adequate, along with copies of the cover or index of the transactions with the nominee's name listed. Must show multiple presentations, ideally on various subject matters, over time.</p>
<p>Papers prepared under editorial supervision for publication in technical journals or technical periodicals, e.g., <i>Quality Progress</i>, <i>Quality Management Journal</i>, <i>Quality Digest</i>.</p>	<p>6 points</p>	<p>Attachments can be summarized, showing presentations made and locations.</p>	<p>Attachments should show the date, location, organization, and subject matter presented. Typically, covers and/or index pages of the publication with the nominee's name listed are adequate. Must show multiple presentations, ideally on various subject matters, over time. The publication masthead is usually needed to support understanding and provide the editorial supervision statement.</p>
<p>Publication of papers containing original ideas, concepts, or applications, as recognized by independent experts in the field.</p>	<p>7 points</p>	<p>Attachments can be summarized, showing presentations made and locations:  J. Doe has had numerous publications over several years and independent experts have recognized several. For example, the ASQ Brumbaugh Award recognized his paper "____". His presentation "____" was endorsed by Dr. _____, ASQ Honorary member, as having significant insights and contributions to the quality field. He was recognized by Professor _____, head of the college of ____ at the University of ____ (major school) for his presentation on ____.</p>	<p>Attachments should show the date, location, organization, and subject matter presented. Copies of citations of the published work in publications written by others who are recognized as experts. Include photocopies of publication covers and tables of contents with publishing information and other documentation that clearly demonstrates the significance of the published text; and copies of awards, endorsements, or citations with background or description of each person/organization granting the recognition or endorsement.</p>
<p>Publication of recognized trade book(s) or textbook(s).</p>	<p>8 points</p>	<p>Attachments can be summarized, showing presentations made and locations.  J. Doe has written _____, a nationally published and broadly used quality textbook, OR J. Doe has contributed to and co-authored multiple texts that are recognized by ____ (professional societies like ASQ, IIE, etc.) as valuable sources of information....His contributions to the multiple texts are clearly equivalent to being a single author of a major text or trade book...</p>	<p>Attachments must show covers and typical publisher information, including dates and editions. Self-published works must show adopted usage outside the author's organization. Include photocopies of book cover and table of contents with publishing information and other documentation that clearly demonstrates the significance of the published text.</p>

## ASQ Activities

**2 points minimum required**

- Positions held must be documented with copies of the relevant organization charts.

Criterion	Score	Sample Summary Write-up	Attachments or evidence
Senior member.	1 point	J. Doe was made a Senior member of ASQ on June 29, 1995.	Copy of Senior member certificate or date of approval as listed in the ASQ database.
<i>Active member of a committee at the local section/chapter level.</i>	2 points <i>(Required level of demonstrated experience or expertise.)</i>	<i>J. Doe was the newsletter editor for ABC Section from 1998 to 1999.</i>	<i>Copies of newsletters or section organization charts.</i>
Held elective office below vice chair in a section.	3 points	J. Doe is the current (YYYY to YYYY) secretary of ABC Section.	Copies of newsletters or section organization charts.
Held the office of chair or vice chair in a section.	4 points	J. Doe was vice chair for ABC Section in YYYY to YYYY.	Copies of newsletters or section organization charts.
An active member of a Society committee, division committee, or interest group committee at the regional or national level; or ASQ Editorial Review Board member.	5 points	<u>J. Doe has been an active member of the Education Division for four years.</u> <u>J. Doe was vice chair for marketing for two years (YYYY to YYYY).</u> <u>J. Doe is on the Review Board of <i>Quality Progress</i>.</u>	<u>Minutes of meetings, showing attendance at division or interest group committee meetings, showing level of activity.</u> <u>Organization charts for divisions.</u> <u>Copy of masthead of <i>Quality Progress</i>.</u>
Society committee chair, regional or national director, division chair, senior editor of an ASQ-sponsored journal, or chair of a regional ASQ conference.	6 points	J. Doe held the position of _____ as shown on attached Society organization chart.	Attach chart or publication listing position held and dates.
ASQ elected officer at the national level; chair of Society conference at the national level.	7 points	J. Doe held the position of _____ as shown on attached Society organization chart or conference documentation.	Attach the chart or publication listing position held and dates.

<p>Especially long and outstanding service to the Society.</p>	<p>8 points</p>	<p>J. Doe has been a member of ASQ from 1960 to date. During her term of membership, she has been exceptionally active for more than 25 years at the local and regional levels, holding the following Society positions (positions listed, by year, show active participation in many elected and committee chair positions, consistently serving multiple roles over an extended time). She has accomplished the following (specific results of each elected and committee chair position as it influenced/impacted specific local, state, or regional activities for each of the 25 years). OR, J. Doe has been a member of ASQ from 1970 to date. During his term of membership, he has been exceptionally active for more than 20 years at the local, regional, and national levels, holding the following Society positions (positions listed, by year, show active participation in many elected and committee chair positions at the section, division, and national levels, consistently serving multiple roles over the entire time). He has accomplished the following (specific influences and impacts on local, state, regional, national, and international activities for the period of 20 years).</p>	<p>Attach appropriate documentation to support the listings.          Include photocopies of organization charts, lists of positions by year and significance of each contribution over the period of time. Show clear and specific evidence to support an unquestionably long period of service with outstanding service to ASQ for all portions of the period. NOTE: The examples of 25 years at the local/regional level and 20 years at local/national levels are only examples to give nominating organizations an idea of the type and scope of work that could constitute "Especially long and outstanding service to the Society." No doubt, some persons achieve more in shorter times, but their contributions must clearly meet the criteria for 'especially long' and 'outstanding' service.</p>
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## Professional Affiliations Other Than ASQ

*1 point minimum required*

- Include an explanation of the other organization’s “purpose” as part of the nomination package submitted to the Society Examining Committee.
- The duration of the membership or activity must have been sufficient to demonstrate clear benefit or effective results.
- Positions held should be documented with relevant organization charts, or letters or other documents that clearly describe contributions.

Criterion	Score	Sample Summary Write-up	Attachments or Evidence
<i>Membership in another quality-related professional organization that has an explicit focus in its stated purpose on quality-related methods or statistics.</i>	1 point <i>(Required level of demonstrated experience or expertise)</i>	<i>J. Doe has been a member of _____ from YYYY to YYYY. This organization’s mission or charter is to _____.</i>	<i>Member information or listings and description of the organization if not a nationally recognizable name, including charter or mission statements as appropriate, to show stated purpose of the organization.</i>
Active member of industry, academic, government, or other formal committee that has an explicit focus in its stated purpose on quality-related methods or statistics; active member of quality-related advisory committee for an educational institution.	2 points	J. Doe has been an active member of _____ for _____. Her assignments or contributions have included: (list)	Attach minutes of or publications from the organization showing activity of the nominee, not just membership.  Possibly include charter of organization to clarify explicit focus on quality, if it is not clearly stated.
Fellow or recipient of a special quality-related award from another organization (as defined above).	3 points	J. Doe has been recognized as a _____ by _____. This award was granted in YYYY.	Copy of recognition along with the description of the organization’s mission and scope of activities.

<p>Active in quality-related committee of an organization that does not have quality-related activities as its primary focus; member of a state or regional quality award board of examiners; or member of the board of examiners for an organization-sponsored quality award (<u>USA Today</u>/RIT Quality Cup, Team Excellence Award, Andersen Enterprise Award, etc.).</p>	<p>4 points</p>	<p>J. Doe has been a state examiner for the years of YYYY-YYYY. OR J. Doe has been active in the _____ organization for more than _____ years. He has held the positions of _____ and _____ in that organization.</p>	<p>Copies of certificates of position or listings of members and positions. The attachment should show the level of activity if not an awards committee or board of examiners.</p> <p>If the organization is not clearly nationally recognized, include supporting information on the organization showing its purpose.</p>
<p>Functionally active in an organization that has an explicit focus in its stated purpose on quality-related methods or statistics, as an officer, committee chair, or similar leadership position; member of the board of examiners for a national quality award; or judge for a state or regional quality award.</p>	<p>5 points</p>	<p>J. Doe has been active in the _____ organization for more than _____ years. He has held the positions of _____ and _____ in that organization.</p>	<p>Copies of certificates of position or listings of members and positions. The attachment should show the level of activity if not an awards committee or board of examiners.</p> <p>If the organization is not clearly nationally recognized, include supporting information on the organization, including charter or mission statements as appropriate, to show stated purpose of the organization.</p>
<p>Functionally active in an organization that does not have quality-related methods or statistics as its primary focus, as an officer, committee chair, or similar leadership position; judge for a national quality award (Baldrige, President's Award, military service quality award, etc.).</p>	<p>6 points</p>	<p>J. Doe has been active in the _____ organization for more than _____ years. He has held the positions of _____ and _____ in that organization.</p>	<p>Copies of certificates of position or listings of members and positions. The attachment should show the level of the activity or positions held if not an awards committee or board of examiners.</p> <p>If the organization is not clearly nationally recognized, include supporting information on the organization, including charter or mission statements as appropriate, to show stated purpose of the organization.</p>
<p>Formally and effectively responsible for ASQ influence on another organization's committees with a focus on quality-related methods or statistics.</p>	<p>7 points</p>	<p>J. Doe was or is the ASQ liaison with _____. In this position, she represents ASQ or votes for ASQ on matters of _____.</p>	<p>Organization charts, position descriptions, or minutes of meetings showing the ASQ view and the other organization's view that the person is representing ASQ as a member of the other organization.</p>
<p>Formally recognized as having provided outstanding leadership in fostering liaison between ASQ and other organizations.</p>	<p>8 points</p>	<p>J. Doe has been recognized by _____ or ASQ for liaison activities with _____ society for _____ (significant contributions/leadership, etc.)</p>	<p>Copies of citations or recognitions along with evidence from above item to show it was an ASQ-recognized liaison.</p>

**A. Teaching (for nonprofessional teachers)**

**OR**

**B. Consulting (for professionally employed teachers)**

***2 points minimum required***

**A. Teaching**

- This section is ONLY for nonprofessional teachers.
- Professionally employed teachers: Use Section B.

<b>Criterion</b>	<b>Score</b>	<b>Sample Summary Write-up</b>	<b>Attachments or Evidence</b>
Prepared and instructed employer-sponsored training course or seminar for basic quality-related topics, one or two sessions only.	1 point	J. Doe prepared the overview sessions for _____ for his company and delivered on _____ (dates).	Summary of classes and listing of dates; internal memos from company listing assignments and dates of presentations.
Prepared and instructed employer-sponsored training course or seminar for basic quality-related topics, more than two sessions, or for advanced quality-related topics, one or two sessions only.	2 points <i>(Required level of demonstrated experience or expertise.)</i>	<i>J. Doe prepared the technical training sessions for _____ for her company and delivered on _____ (dates).</i>	<i>Summary of classes and listing of dates; internal memos from company listing content of class or session to be presented and dates of presentations.</i>
Prepared and instructed ASQ or other recognized society-sponsored training course or seminar for <b>basic</b> quality-related topics, <b>one or two sessions only</b> .	3 points	J. Doe prepared and presented the _____ section sessions on _____ (topic) delivered on _____ (dates).  (NOTE: Basic quality topics generally include basic problem-solving tools, basic data collection, limited analysis, and subjects typically contained in the Body of Knowledge for Certified Quality Technician and Internal Auditor.)	Copies of ASQ minutes/publications/flyers or brochures showing assignments for preparation and delivery of the sessions.

Prepared and instructed ASQ or other recognized society-sponsored training course or seminar for <b>basic</b> quality-related topics, <b>more than two sessions</b> .	4 points	J. Doe prepared and presented the _____ section sessions on _____ (topic) delivered on _____ (dates).  (NOTE: Basic quality topics generally include basic problem-solving tools, basic data collection, limited analysis, and subjects typically contained in the Body of Knowledge for Certified Quality Technician and Internal Auditor.)	Copies of ASQ minutes/publications/flyers or brochures showing assignments for preparation and delivery of the sessions. Clearly show topic contents. List multiple sessions.
Prepared and instructed ASQ or other recognized society-sponsored training course or seminar for <b>advanced</b> quality-related topics, <b>one or two sessions only</b> .	5 points	J. Doe prepared and presented the _____ section sessions on _____ (topic) delivered on _____ (dates).  (NOTE: Advanced quality topics generally include complex and technical/management-level problem-solving methods, management system-level planning and analysis, and subjects typically contained in the Body of Knowledge for Certified Quality Engineer, Reliability Engineer, Quality Manager, Quality Auditor.)	Copies of ASQ minutes/publications/flyers or brochures showing assignments for preparation and delivery of the sessions. Clearly show topic contents.
Prepared and instructed ASQ or other recognized society-sponsored training course or seminar for <b>advanced</b> quality-related topics, <b>more than two sessions</b> .	6 points	J. Doe prepared and presented the _____ section sessions on _____ (topic) delivered on _____ (dates).  (NOTE: Advanced quality topics generally include complex and technical/management-level problem solving methods, management system-level planning and analysis and subjects typically contained in the Body of Knowledge for Certified Quality Engineer, Reliability Engineer, Quality Manager, Quality Auditor.)	Copies of ASQ minutes/publications/flyers or brochures showing assignments for preparation and delivery of the sessions. Clearly show topic contents. List multiple sessions.
Prepared and instructed, on a part-time basis, quality-related courses at a university or college, over multiple academic years; paid by the university or college.	7 points	J. Doe is an adjunct instructor at _____ college, teaching classes in _____ delivered on _____ (dates).	Copies of brochures or course listings showing class content or outline, dates of sessions, and personnel administrative data/information, such as letters or pay stubs providing evidence that the listed classes were actually held and that the nominee taught the classes listed over a period of multiple years. Multiple examples are needed to demonstrate multiple academic years.
Received formal recognition from ASQ, another recognized society, or a university or college for especially long and outstanding participation in quality-related teaching activities.	8 points	J. Doe has been recognized with the Edwards Medal for quality education. OR J. Doe has been recognized by the University of _____ for long and outstanding contributions to their department or school of _____.	Copies of recognitions or citations showing the reason for the recognition. If needed, support a citation with the written description of the award's purpose.

## B. Consulting

- This section is ONLY for those whose primary or full-time employment is as a professional teacher.
- Those not professionally employed as teachers: Use Section A.

Criterion	Score	Sample Summary Write-up	Attachments or Evidence
Prepared and instructed basic quality-related training courses or seminars for nonacademic clients, one or two sessions only.	1 point	Instructor J. Doe has presented the sessions listed below at Company ABC on (dates). (list)	Attach correspondence or memos from clients listing the particulars of the sessions, including content and delivery information.
Prepared and instructed basic quality-related training courses or seminars for nonacademic clients, more than two sessions.	2 points <i>(Required level of demonstrated experience or expertise)</i>	Instructor J. Doe has presented the sessions listed below at Company ABC on (dates). (list)	Attach correspondence or memos from clients listing the particulars of the sessions, including content and delivery information. Be sure to list multiple sessions.
Prepared and instructed basic quality-related training courses or seminars for ASQ or other recognized society unit, one or two sessions only.	3 points	Professor J. Doe has presented the sessions listed below at Company ABC on (dates). (list)	Attach correspondence or memos from the sponsoring organization listing the particulars of the sessions, including content and delivery information.
Prepared and instructed basic quality-related training courses or seminars for ASQ or other recognized society unit, more than two sessions.	4 points	Professor J. Doe has presented the sessions listed below at Company ABC on (dates). (list)	Attach correspondence or memos from sponsoring organization listing the particulars of the sessions, including content and delivery information.
Prepared and instructed advanced quality-related training courses or seminars for ASQ or other recognized society unit, more than one session.	5 points	Professor J. Doe has presented the sessions listed below at Company ABC on (dates). (list)	Attach correspondence or memos from sponsoring organization listing the particulars of the sessions, including content and delivery information.
Provided technical consulting services to two or more nonacademic clients in quality-related areas on a short-term assignment (less than six months each).	6 points	Professor J. Doe was engaged by _____ Company and _____ Inc. for projects _____ and _____, respectively, from _____ (dates)	Correspondence or company memos showing the nature and extent of the consulting along with duration of the engagement.
Provided technical consulting services to two or more nonacademic clients in quality-related areas on a long-term assignment (more than six months).	7 points	Professor J. Doe was engaged by _____ Company and _____ Inc. for projects _____ and _____, respectively, from _____ (dates)	Correspondence or company memos showing the nature and extent of the consulting along with duration of the engagement.
Has received formal recognition from more than one nonacademic client for providing especially long and outstanding quality-related consulting services.	8 points	Professor J. Doe was recognized by _____ Company for contributions to _____ extending over _____ years.	Citations, internal company memos, or correspondence on company letterhead to the nominee, with details of the recognition.