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# U.S. Department of Labor's O\*NET<sup>®</sup> Tools and Technology (T2)

*Tools, information technology, software, equipment, and machines essential to performance in high demand occupations*

## What are O\*NET Tools and Technology (T2)?

Looking at in-demand occupations, the O\*NET program identifies the essential tools and technologies that workers need to perform successfully on the job. Thus far, over 32,000 tools and technologies have been developed for 427 high demand occupations. Between 12 and 300 T2 have been identified for each of these occupations. Special emphasis is placed on locating cutting edge technologies and emerging workplace practices. T2 are organized into a standardized taxonomy, the United Nations Standard Products and Service Code (UNSPSC), a common language for global business that allows for cross-occupational comparisons and analysis.

## What are some of the ways O\*NET Tools and Technology (T2) assist the business and workforce investment communities?

Examples include:

- identifying 'hard skills' employers are looking for now;
- improving training needs assessments, training curriculum, and certifications;
- enhancing occupational searches and job order creation;
- providing a clearer picture of occupational requirements to job seekers and employers;
- providing input for resume writing and resume evaluation; and
- enabling job seekers to identify in-demand technology competencies

## How are O\*NET Tools and Technology (T2) developed?

Trained occupational analysts:

- learn about the occupation using O\*NET OnLine, O\*NET task information and work activity descriptions, and industry sources;
- capture T2 using reputable/reliable/valid internet-based sources (e.g., industry training programs, career websites, job postings, professional association websites, and university curricula) following a structured search and collection process;
- evaluate T2 to ensure they require training and are essential to perform core occupational activities; and
- classify T2 into UNSPSC to foster a common language and promote cross-occupational comparisons and analysis.

## Where can I access O\*NET Tools and Technology (T2)?

- In the occupational summary, details and custom reports at O\*NET OnLine (<http://online.onetcenter.org/>); or the
- T2 search at O\*NET OnLine (<http://online.onetcenter.org/>); or the

- downloadable T2 data files at the O\*NET Resource Center (<http://www.onetcenter.org/supplemental.html>).