Program:	Month:	FY2019-2020
Spe	ecified Outcome	Amount Completed during the invoice month
1. SNAP E&T Completed in SNAP	Assessment Works	
2. World of V Identify the numb	Nork Inventory (WOWI) users per of users	
3. Employme Completed in SNAP		
	al Gains (improved scores) st-test score(s) per content area- or math	
	ment (credential) 145 or greater in GED Ready or or D	
 Improvement i mathematics r language arts social studies r Completed a G 	[•] more in TABE Level A n GED Ready Test score(s)- eady test, reasoning through ready test, science ready test, and	
7. Entered Po Education/trainin	ost-Secondary g program	
8. Certification of completion, dip	ons (i.e. WAGE, CRC, certificate bloma)	
9. Short tern (approved/denied	n scholarship request !)	
10. Job Attain prior to participat	ment (not previously employed ion)	
11. Job Reten (approved/denied	tion Services 1)	

LACES Directions

Educational Gains

• On the Student Grid, search Student Keyword "SNAP" or filter for SNAP on "Student Keyword".

e Hours	Exit Date	Intake Date	Stude Keywa		Data Sharing Agreed	WAGE Pro
T	T	T	SNAP	T	T	Yes No
56.5		05/09/2016	GED	ls eq	rual to	
156		07/24/2017	GED	Is no	it equal to	
97.5	11/04/2019	05/08/2017	ABE	Start	ts with	
238.5		01/09/2017	ESL	Ends	with	
445.75	11/18/2019	07/01/2016	ESL	Cont	tains	
853.25	10/10/2019	07/11/2017	GED	Doer	not contain	
41	08/13/2019	07/18/2017	GED	Nov		
630.25		06/20/2017	ESL			
59.75	04/02/2018	07/10/2017	ABE	Has	Value	
206		02/27/2017	FSL.		Yes	No

• From the Student Grid, click on "REPORTS".

DASHBOARD STUDENT C	LASS STAFF TUTC	IR PAIR GROUP	WORKSHOP CONTACT	DONOR M	IATERIAL MORE	,					
Student List	•					+ ADD NEW STUDENT	SELECTION -	⊙ EXPORT ▼	GRAPHIC REPORTS *	E REPORTS	MORE -
620 of 648 and Current F			IOVE SEARCH 🗸 SAVE SI							1	Help <

• On the next screen, choose "Student: Current Year Pre and Post Assessments".

elec	one of the following reports:	Deduplicate:		
Drag	a column header and drop it here to group by that column		Report Title: S	tudent: Current Year Pre and Post Assessments
	Report Title	Category	Report takes no paramete	rs.
	Assessments: Hours Between Assessments	LACES		
	STUDENT: All Hours with Hours Types between Date Range Page by Student	LACES	Additional report informat	ion:
	STUDENT: Instruct Hours Sum in Date Range	LACES	Last Update:	3/24/2017
	Student: Student Assessment (with date range)	LACES		
	STUDENT: Adult Ed Postsecondary Education	LACES	Report File Name:	PrePostAssessments.rpx
	STUDENT: Adult Ed Postsecondary Training	LACES		
	STUDENT: Adult Ed Referral	LACES		
	STUDENT: All Hours with Hours Types between Date Range	LACES		
	STUDENT: Assessment Average by Scaled Score by Subject Area	LACES		
	STUDENT: Assessment By Student with Entry Level and Current FY Hours	LACES		
	STUDENT: Assessment Domain / Push	LACES		
	STUDENT: BEST Pre Assessments (with no Post) by Fiscal Year including Demographics	LACES		
	STUDENT: BEST Pre-Post Assessments by Fiscal Year including Demographics	LACES		
	STUDENT: Change of Employment History	LACES		
	STUDENT: Class Days, Time and Building/Room	LACES		
	STUDENT: Class Days, Time and Building/Room - Page by Student	LACES		
	STUDENT: Class Enrollment with Grade and Credit	LACES		
	STUDENT: Class Including Program, Keyword and Term	LACES		
	STUDENT: Class Including Program, Keyword and Term (by current student list)	LACES		
	STUDENT: Class, Teacher, Grades and Hours	LACES		
	STUDENT: Comments by Date Range, Comment Type and Comment like	LACES		
	Student: Current Year Pre and Post Assessments	LACES		
	Student: Demographic Report (based on OT table)	LACES	· ·	
	STUDENT: Employment including Occupation and Keyword	LACES		
	STUDENT: Goals by Date Met Range	LACES		
	STUDENT: Goals by Date Set Range	LACES		
	STUDENT: Goals Met in Time Period by Type Summary	LACES		
	STUDENT: Goals Met with Status, Keywords and Date Range	LACES		
	STUDENT: Instructional Hours	LACES		

And choose "Print PDF" or "Print Excel". Once selected, the document will automatically download.

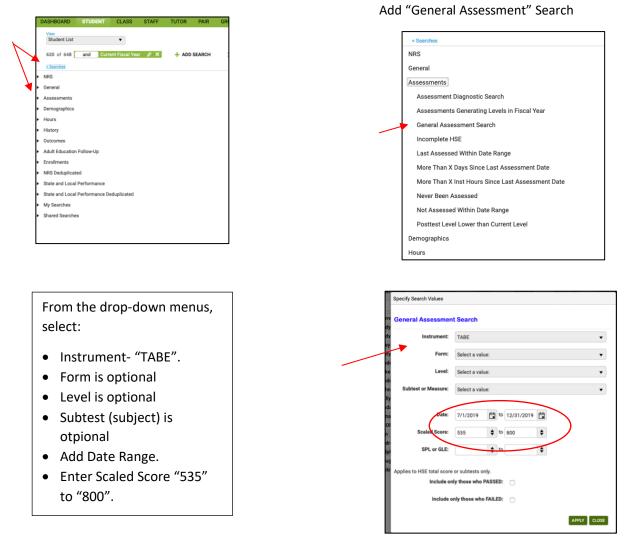
• Review document for increase in scaled score and/or increase in level by subject area.

A B	С	D	E F	G	н	I J	K L	м	N	0	Р	QR	S	т	U	vw x	Y 7	Z AA AB	AC	AD
							Curre	nt Year Pre an	d Post A	ssessme	nts									
						Des	cription: Pre and post a	ssessment information	or the selectio	n of current fise	cal year stu	dents.								
	2/26	3/2020						2019	-2020								Page: 1	1 of	1	
AG	SENCY:	ARL	CES Training													# of	Students	5:	1	
				\sim																
Student						Pre-Test			Pre-Test			Post-Test			Post-Test			Point	Level	
ID		s	tudent Name	Subject A	ea Instrument	Date	Pre-Test Form	Pre-Test Level	Score	Entry	Level	Date	Post-Test Form	Post-Test Level	Score	Current L	Level	Gain	Gain	
					\															
21903	Aabee	d, Darren		Math	ABE	10/14/2019	TABE 11	D	656.0	ABE L5		10/18/2019	TABE 12	A	700.0	ABE L6	1	44.0	Y	
07078	Aadam	ns, Andy		Read	TABE	8/29/2019	TABE 11	D	454.0	ABE L2		8/29/2019	TABE 11	A	596.0	ABE L5	1	142.0	Y	
07081	Aadam	ns, Andy		Read	TABE	8/26/2019	TABE 11	D	454.0	ABE L2		9/12/2019	TABE 12	D	456.0	ABE L2	1	2.0	N	
14372	Aadam	ns, Betty		Read	TABE	5/1/2019	TABE 11	D	525.0	ABE L3		5/1/2019	TABE 11	D	525.0	ABE L3		0.0	N	
05995	Aadam	ns, Joey		Subtest Writ	ng TABE CLAS-E	7/30/2019	В	Level 2	444.0	ESL L2		12/11/2019	A	Level 3	455.0	ESL L3		11.0	Y	
6532		Johnny		Read	TABE	12/1/2019	TABE 11	D	515.0	ABE L3		12/18/2019	TABE 12	D	535.0	ABE L3	1	20.0	N	_
18017		r, Delph		Read	TABE	8/29/2019	TABE 11	D	535.0	ABE L3		8/29/2019	TABE 11	D	655.0	ABE L6	1	120.0	Y	
					/											Grand Total # of				

GED Progress

Note: Remember to Filter for SNAP clients with "Student Keyword"

- a. Score of 535 or more in TABE Level A
 - From the Student Grid, open Searches followed by "Assessment".



The results will appear in the student grid. These students scored a 535 in the assessment within that date range. To see specific scores and/or subject tests, click in the student record and view "Assessment" tab.

obent	Data Asse	ssments Enroll	ments H	ours Out	comes D	emographics	Educat	ion Services History						
View	Change			Add Asse	sament									
Pre/	Post						•	EXPORT						
		ess Status in Subj A							aled Gain in Subj Are					Instr Hrs Betw
	A55			ssed 2+ this	PT			00						instr Pirs Detw
		ESL Stur	dent: No						Current FY Instr H	NK 32.50				
Drec	a column hear	der and drop it here	to oroup by	that column										
		1	in group of					-		-			-	
				PoP 1	PoP 2	PoP 3	PoP 4							-
	Fiscal Year	Assessed Date	Pre/Post	Pre/Post	Pre/Post		Pre/Post	Instrument/Form/Level	Subtest	Scaled	Scaled Gain +/-	SPL/GLE	SPL/GLE Gain +/-	Assessed
	2019-2020	02/27/2020						TABE / TABE 12 / D	Total Mathem	500	-41			ABE L3
	2019-2020	02/27/2020				1		TABE / TABE 12 / D	Reading	550	-10			ABE L4
	2019-2020	02/27/2020						TABE / TABE 12 / D	Language	600	32			ABE L5
	2019-2020	08/29/2019				\		TABE / TABE 11 / D	Reading	560				ABE L4
	2019-2020	08/29/2019	Pre	Pre			•	TABE / TABE 11 / D	Total Mathem	541				ABE L4
	2019-2020	08/29/2019					\sim	TABE / TABE 11 / D	Language	568				ABE L4

You may also run a "Current Year Pre and Post Assessment" for these specific students as outlined above. b. Improvement in GED Ready Test score(s)-mathematics ready test, reasoning through language arts ready test, science ready test, and social studies ready test

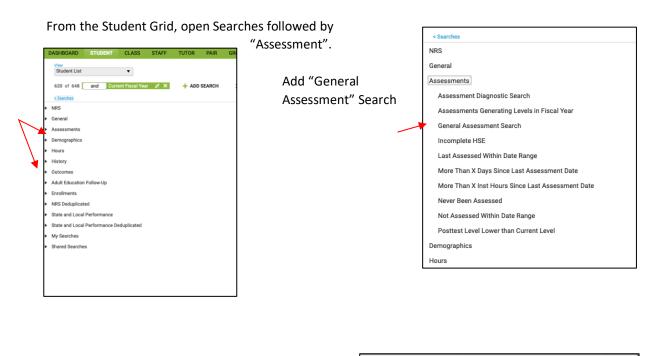
From the Student Grid, open Searches followed by "Assessment".

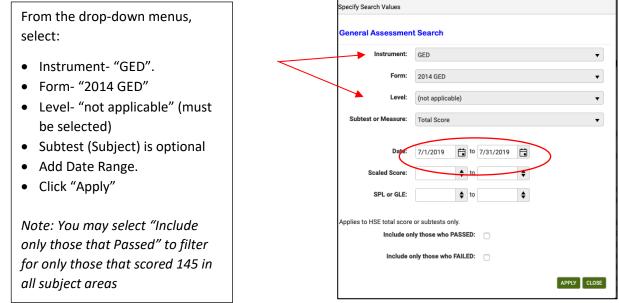
DASHBOARD STUDENT CLASS STAFF TUTOR PAIR GR	Add "General Assessment" Search
View Student List	
620 of 648 and Current Fiscal Year 🥒 🗙 🕂 ADD SEARCH	< Searches
± Searched	NRS
► NRS	General
General Assessments	Assessments
Demographics	Assessment Diagnostic Search
► Hours	Assessments Generating Levels in Fiscal Year
► History	General Assessment Search
Outcomes	_
Adult Education Follow-Up Enrollments	Incomplete HSE
 NRS Deduplicated 	Last Assessed Within Date Range
 State and Local Performance 	More Than X Days Since Last Assessment Date
State and Local Performance Deduplicated	More Than X Inst Hours Since Last Assessment Date
My Searches Shared Searches	Never Been Assessed
	Not Assessed Within Date Range
	Posttest Level Lower than Current Level
	Demographics
	Hours
From the drop-down menus, select:	Name + August Statue Ocumbe Decomme Enter Louis
•	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value:
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value: Date: 7/1/2019
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional Add Date Range. 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value:
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value: Date: 7/1/2019
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional Add Date Range. Click "Apply" 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value: T/1/2019 to 12/31/2019 Scaled Score: to to
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional Add Date Range. Click "Apply" 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value: Value: 7/1/2019 to Scaled Score: to \$ SPL or GLE: to \$
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional Add Date Range. Click "Apply" 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value:
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional Add Date Range. Click "Apply" *Verify with the data entry specialist if the program enters 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value: Subtest or Measure: Select a value: Select
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional Add Date Range. Click "Apply" *Verify with the data entry specialist if the program enters GED Ready tests and labels each 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value: value: State: 7/1/2019 Scaled Score: SPL or GLE: Que to the state of
 select: Instrument- "GED". Form- "2014 GED Practice Test"* Level- "not applicable" (must be selected) Subtest (Subject) is optional Add Date Range. Click "Apply" *Verify with the data entry specialist if the program enters 	General Assessment Search Instrument: GED Form: 2014 GED Practice Test Level: (not applicable) Subtest or Measure: Select a value:

The results will appear in the student grid. These students had a GED Ready within that date range. To see specific scores and/or subject tests, click in the student record and view "Assessment" tab.

dent	Data Asse	ssments	ments Ho	ours Outo	comes D	emographic	s Educatio	on Services	History					
ñew: (Change			Add Asser	ssment									
Pre/	Post	•					•	EXPORT						
	Ass	ess Status in Subj A	Area: Never	Assessed t	his FY				Scal	led Gain in Subj Are	ea:			
		ESL Stud	dent: No							Current FY Instr H	rs: 0.00			
	a and one have	days and share in horse												
Drag	a column heac	der and drop it here	to group by t	hat column										
Drag	a column head	der and drop it here	to group by t	PoP 1	PoP 2 Pre/Post	PoP 3 Pre/Post	PoP 4 Pre/Pos	Instrument/For	m/Level	Subtest	Scient	Scaled Gain +/-	SPL/GLE	SPL/0
Drag					PoP 2 Pre/Post	PoP 3 Pre/Post	Pre/Port	Instrument/For		Subtest Total Score	Scand 689	Scaled Gain +/-	SPL/GLE	SPL/G
Drag	Fiscal Year	Assessed Date		PoP 1			Pre/Port		ractice Te			Scaled Gain +/-	SPL/GLE	SPL/G
	Fiscal Year 2017-2018	Assessed Date 05/21/2018		PoP 1			Pre/Port	GED / 2014 GED Pr	ractice Te ractice Te	Total Score	689	Scaled Gain +/-	SPL/GLE	SPL/G
	Fiscal Year 2017-2018 2017-2018	Assessed Date 05/21/2018 05/21/2018		PoP 1			Pre/Port	GED / 2014 GED Pr GED / 2014 GED Pr	ractice Te ractice Te ractice Te	Total Score Reasoning Th	689 189	Scaled Gain +/-	SPL/GLE	SPL/G

c. Completed a GED Test section (math, reasoning through language arts, science, and social studies)





The results will appear in the student grid. These students had an official GED within that date range. To see specific scores and/or subject tests, click in the student record and view "Assessment" tab.

am:														
dent	Data Asses	sments Enroll	ments H	ours Out	comes E	Demographics	Education	Services	History					
iew: C	hange			Add Asse	sament									
Pre/F	ost	•					•	EXPORT						
	Asse	ess Status in Subj / ESL Stu	Area: Neve dent: No	r Assessed t	his FY					ed Gain in Subj Are Current FY Instr Hr				
irag	a column head	er and drop it here	to group by	that column										
	Fiscal Year	Assessed Date	Pre/Post	PoP 1 Pre/Post	PoP 2 Pre/Post	PoP 3 Pre/Post	PoP 4 Pre/Post	Instrument/Fo	orm/Level	Subtest	sected	Scaled Gain +/-	SPL/GLE	SPL/GLE Gain
	Fiscal Year 2017-2018	Assessed Date	Pre/Post				Pre/Post	Instrument/Fo		Subtest Total Score	Seried 364	Scaled Gain +/-	SPL/GLE	SPL/GLE Gain
			Pre/Post				Pre/Post		(not appli		364 189	Scaled Gain +/-	SPL/GLE	SPL/GLE Gain
	2017-2018	12/04/2017	Pre/Post				Pre/Post	ED / 2014 GED /	(not appli	Total Score		Scaled Gain +/-	SPL/GLE	SPL/GLE Gain
	2017-2018 2017-2018	12/04/2017 12/04/2017	Pre/Post				Pre/Post	ED / 2014 GED /	(not appli (not appli (not appli	Total Score Reasoning Th	189	Scaled Gain +/-	SPL/GLE	SPL/GLE Gain

Entered Post-Secondary Education/Training Program

Note: Remember to Filter for SNAP clients with "Student Keyword"

• From the Student Grid, click on "REPORTS".

1																		
DASHBOAF	RD ST	UDENT	CLASS	STAFF	TUTOR	PAIR	GROUP	WORKSHOP	CONTACT	DONOR	MATERIAL	MORE T						
Student	List		•										+ ADD NEW STUDENT	SELECTION -	🔿 EXPORT 🔻	GRAPHIC REPORTS *	E REPORTS	MORE -
620 of 6	48 an	id Cu	rrent Fiscal Ye	ar 👔 🗙	+ ADD	SEARCH	× REN	IOVE SEARCH	✓ SAVE SEA	RCH						4		
> Searches																/		Help <

- Select "Student: Adult Ed Postsecondary Education" and add Date Range
- Repeat steps and select "Student: Adult Ed Postsecondary Training" and add Date Range

Drag a column header and drop it here to group by that column	Deduplicate:	Berget Title: STUDENT: Adult Ed Postsecondary Education
Report Title	Category	Report takes the following parameters:
Assessments: Hours Between Assessments	LACES	Education Entry Date is between (mm/dd/yyyy):
STUDENT: All Hours with Hours Types between Date Range Page by Student	LACES	
STUDENT: Instruct Hours Som in Date Range	LACES	
Student: Student Assessment (with date range)	LACES	and:
STUDENT: Adult Ed Postsecondary Education	LACES	
STUDENT: Adult Ed Postsecondary Training	LACES	
STUDENT: Adult Ed Referral	LACES	
STUDENT: All Hours with Hours Types between Date Range	LACES	Additional report information:
STUDENT: Assessment Average by Scaled Score by Subject Area	LACES	
STUDENT: Assessment By Student with Entry Level and Current FY Hours	LACES	
STUDENT: Assessment Domain / Push	LACES	Report File Name: AdultEdPostSecondaryEducation.rpx
STUDENT: BEST Pre Assessments (with no Post) by Fiscal Year including Demographics	LACES	
STUDENT: BEST Pre-Post Assessments by Fiscal Year including Demographics	LACES	
STUDENT: Change of Employment History	LACES	
STUDENT: Class Days, Time and Building/Room	LACES	
STUDENT: Class Days, Time and Building/Room - Page by Student	LACES	
STUDENT: Class Enrollment with Grade and Credit	LACES	
STUDENT: Class Including Program, Keyword and Term	LACES	
STUDENT: Class Including Program, Keyword and Term (by current student list)	LACES	
STUDENT: Class, Teacher, Grades and Hours	LACES	
STUDENT: Comments by Date Range, Comment Type and Comment like	LACES	
Student: Current Year Pre and Post Assessments	LACES	
Student: Demographic Report (based on OT table)	LACES	
STUDENT: Employment including Occupation and Keyword	LACES	
STUDENT: Goals by Date Met Range	LACES	
STUDENT: Goals by Date Set Range	LACES	
STUDENT: Goals Met in Time Period by Type Summary	LACES	
STUDENT: Goals Met with Status, Keywords and Date Range	LACES	
STUDENT: Instructional Hours	LACES	
STUDENT: Keyword and Hours in Class	LACES	
STUDENT: Keywords, Demographics, Custom Strings and Hours	LACES	
STUDENT: Level Gains	LACES	
Student: Pair Hours	LACES	
STUDENT: Pair Total Instructional Hours in Time Period	LACES	
STUDENT: Pairs and Goals by Match/Start Date Range	LACES	
STUDENT: Preferences	LACES	
STUDENT: Scaled Averages and Hours by Instrument and Date Range	LACES	
Student: Student Address Labels	LACES	
Student: Student Calendar Hours Report	LACES	
		PRINT PDF PRIN

And choose "Print PDF" or "Print Excel". Once selected, the document will automatically download.

Note: For this report to produce results, check with the data entry specialist that a manual outcome has been entered.

Certifications (i.e. WAGE, CRC, certificate of completion, diploma)

Note: Remember to Filter for SNAP clients with "Student Keyword"

• Click on the "More" in the green menu bar and choose "All Goals" area

RD S	STUD	CIENT C	ASS	STAFF	TUTOR PA	IR GROUP	WORKSHOP	CONTACT	DONOR MATE	RIAL	MORE VOLUNTEER
.ist 48 🚺	and	Current F		'ear 🎤 🗙	+ ADD SEAR	сн 🗙 Remo	OVE SEARCH	✓ SAVE SEARC	н		FAMILY DATA VALIDATION ALL PERSON ALL ASSESSMENTS
Name †		First Name	•	Middle Name	Overall Status	Program	Entry Level	Current Level	Subject Area	Asses in Su	ALL ASSESSMENTS ALL STUDENT ENROLLMENTS ALL NON-STUDENT WORKSHOP ENROLLMENTS
T		•	r	T	T	T	T	T	T		ALL NON-STUDENT WORKSHOP ENROLLMENTS
d		Darren			Prospective	Adult Educati	ABE L5	ABE L6	Math	Asses:	ALL FY DATA
ns	1	Andy			Enrolled	Corrections	ABE L2	ABE L5	Read	Asses:	· · · · · · · · · · · · · · · · · · ·
ns	1	Andy			Enrolled	Family Literacy	ABE L2	ABE L2	Read	Asses:	ALL FOLLOW-UP OUTCOMES
ns	E	Betty			Enrolled	Adult Educati	ABE L3	ABE L3	Read	Asses:	ALL POPS SUMMARY
ns		Joey			Prospective	Adult Educati	ESL L2	ESL L3	Subtest Writing	Asses:	ALL HOURS
	1	DEBBEE			Enrolled	Adult Educati	Level Not Defi	Level Not Defi	No Value Ente	Never	ALL LANGUAGES
t	1	Annie		A	Enrolled	Adult Educati	ESL L1	ESL L1	Subtest Readi	Asses:	ALL SYSTEM TASKS
•		Franny		Denise	Enrolled	Adult Educati	Level Not Defi	Level Not Defi	No Value Ente	Never	ALL STSTEM TASKS

Note: For this report to produce results, check with the data entry specialist how goals/certificates are entered.

To review Goals set for students:

In the column header filter for "Date Set", enter beginning date range and then click the filter icon to select 'greater than or equal.

In the column header filter for "Date Set", enter the end date range and then click the filter icon to select 'less than or equal.

Select "Add" not "Replace" to filter within a specified date range.

Last Name	First Name	Middle Name	Date Set	Date Met	Status	Goal 🕇	Туре	
T	T	•	T	T	T			
				1	1			

To review Goals met by students:

In the column header filter for "Date Met", enter beginning date range and then click the filter icon to select 'greater than or equal.

In the column header filter for "Date Met", enter the end date range and then click the filter icon to select 'less than or equal.

Select "Add" not "Replace" to filter within a specified date range.

Use the column header filter for "Goal" and/or "Type".

5	Last Name	First Name	Middle Name	Date Set	Date Met	Status	Goal	t	Туре
		•	•	T	T	T		T	T

The Grid may be exported to an excel file

TERIAL	ALL GOALS *			
		SELECTION -	📀 EXPORT 👻	REPORTS