

Spring Administrator's
Meeting

April 14-15, 2010

**DAISI... You're not going to
believe what Spring has
sprung!**



Our three tasks for today...

- A. Overview of the new reporting tools
 1. Desktop Monitoring Tool (DMT)
 2. Program Outcomes Report – Building
 3. Instructor – Summary Outcomes Report
 4. Instructor – Individual Outcomes Report
 - Two issue that cause most confusion/difficulty
 - NRS versus State level reporting
 - Dealing with duplicated versus unduplicated number
- B. Reviewing the “Big 4”
- C. Creating a culture of data analysis

A few points about our new tools:

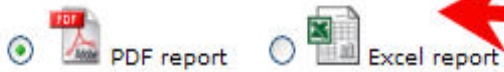
- All these new reports are calculated based on data in the system through the previous day.
 - “Snapshot” taken of data in middle of the night to use to generate these reports.
 - A new snapshot is taken each night.
- All reports can be generated as either a PDF or Excel Report
- The DMT and Building Reports are accessed directly from the Static Reports Center through the Reporting Tab.
- The Instructor level reports are accessed by using the Instructor List/Search engine to find a specific group of instructors and then clicking the link for the desired report.

DAISI's new tools

Desktop Monitoring Tool (DMT)

- A. Provides 3-year summary of data
- B. Examines data for both NRS and state level reporting
- C. Provides broad overview of program's outcomes
- D. While tables are formatted differently, most tables present information the programs have seen in other reports submitted to ICCB.
 - Tables 4a and b, Tables 11a and 11b and Tables 13a and 13d present similar data as seen previous, but with some modifications to how the calculations are performed.
- E. Should be used as a starting point when reviewing outcomes for the program

Desk Monitoring Tool



**Pick your preference...
Most users will get all they
need from the PDF Report.**

Tables

<input checked="" type="checkbox"/>	Table 1: NRS Outcomes Table 1a: Actual NRS Outcomes Table 1b: Proposed NRS Outcomes Table 1c: Actual ABE and ASE Outcomes Table 1d: Actual ESL Outcomes
<input checked="" type="checkbox"/>	Table 2: Post-Test Rates
<input checked="" type="checkbox"/>	Table 3: Goal Information
<input checked="" type="checkbox"/>	Table 4: Head counts, AH, EH, UI Table Table 4a: Average AH by instructional category and enrollment type Table 4b: Average AH in each instructional category
<input checked="" type="checkbox"/>	Table 9: Service Projected and Service Provided
<input checked="" type="checkbox"/>	Table 11: Number of Tester by Test Type Table 11a: TABE Testing Information - Students pre and level gain info by form and level Table 11b: Number and percentage of ESL Tester by Test Type
<input checked="" type="checkbox"/>	Table 13: NRS Level AH Average Table 13a: All Students Table 13d: Hours needed to show a level gain

**Leave the boxes checked and
get data for all tables.**

**Uncheck boxes to generate
only the tables you want to
see.**

**When finished, click
SUBMIT.**

SUBMIT

Examples of a (DMT) Tables

➤ DMT Post-test table (Table #2) example...

TABLE 2 - Post-Test Rates

Fiscal Year	Program	ABE Beg LIT	ABE Beg	ABE Inter Low	ABE Inter High	ASE Low	ASE High	ESL Beg Lit	ESL Low Beg	ESL High Beg	ESL Inter Low	ESL Inter High	ESL Adv	Overall Post-Test Rate
2008	ABC Program	40.00%	60.61%	73.64%	69.86%	53.19%	54.55%	68.42%	75.45%	72.06%	69.31%	75.45%	75.81%	71.90%
2009		75.00%	83.33%	75.42%	68.12%	54.21%	47.90%	86.73%	82.71%	90.45%	86.22%	90.48%	90.44%	81.94%
2010		66.67%	84.00%	75.70%	59.72%	43.75%	33.56%	83.33%	86.29%	89.42%	88.17%	89.54%	90.45%	79.41%
	Trends:	26.67%	23.39%	2.06%	-10.14%	-9.44%	-20.99%	14.91%	10.84%	17.36%	18.86%	14.09%	14.64%	7.51%

➤ DMT Average AH table (Table #4B) example...

TABLE 4B - Average AH in Instructional Category

Fiscal Year	Program	Total AH Average	ABE & ASE AH Average	ESL AH Average	HSCR AH Average	VOC AH Average
2008	ABC Program	68.53	59.66	67.85	--	--
2009		70.58	55.94	71.56	--	--
2010		62.02	50.53	62.89	--	--
	Trends:	-6.51	-9.13	-4.96	--	--

DAISI's new tools

Generating the Program Outcomes Report – Building

The screenshot shows the DAISI web application interface. At the top left is the 'daisi' logo. At the top right are links for 'Help | Logout'. Below this is a dark green header with the text 'Data and Information System Illinois' and the URL 'http://www.iccb.org'. A navigation bar below the header contains the text 'Fiscal Year 2010 [ICCB (Jay) Training ...]' followed by a series of tabs: 'Home | Students | Classes | Courses | Instructors | Funding | Administration | Reporting'. The 'Reporting' tab is highlighted. Below the navigation bar, the 'Program Outcomes Report' section is visible. It contains two rows of radio button options: the first row has 'PDF report' (with a PDF icon) and 'Excel report' (with an Excel icon); the second row has 'All Buildings' and 'Selected Buildings'. A green 'SUBMIT' button is located below these options. A yellow callout box with a black border is positioned to the right of the 'PDF report' and 'Excel report' options. It contains blue text instructions: 'Access the Program Outcomes Report through the Static Reports Center (via the Reporting Tab)', '1.) Generate as either a PDF or Excel Report', and '2) Generate the report for "All Buildings" or click "Selected Buildings" to choose from a list of the Buildings used by your program.' Two red arrows originate from the callout box: one points to the 'PDF report' radio button, and the other points to the 'Reporting' tab in the navigation bar.

Help | Logout

Data and Information System Illinois <http://www.iccb.org>

Fiscal Year 2010 [ICCB (Jay) Training ...] | Home | Students | Classes | Courses | Instructors | Funding | Administration | Reporting

Program Outcomes Report

PDF report Excel report

All Buildings Selected Buildings

SUBMIT

Access the Program Outcomes Report through the Static Reports Center (via the Reporting Tab)

- 1.) Generate as either a PDF or Excel Report
- 2) Generate the report for "All Buildings" or click "Selected Buildings" to choose from a list of the Buildings used by your program.

Program Outcomes Report (Building) – Example...



Data and Information Systems Illinois

Program Outcomes Report

<http://www.iccb.org>

Program Outcomes Report

Program Name - ICCB (Jay) Training Program

Printed: 04/01/2010

Program No. - ICCB05

Fiscal Year: 2010

Building	# of ESL Students	Post-test %	% Gaining Levels	Avg ESL AH @ Bldg	Persistence Rate	# of ABE/AS E & VOC or HSCR Students	Post-test %	% Gaining Levels	Avg AH @ Bldg (Instr. Cat. not ESL)	Persistence Rate	HS or GED count	CIT. count	VOC. count	Overall Avg AH @ Bldg
A Building	4	100.00%	75.00%	133.50	61.81%	19	52.63%	36.84%	83.79	78.46%	1	0	0	92.43
B Building	1	100.00%	100.00%	8.00	100.00%	3	33.33%	33.33%	24.00	69.23%	0	1	0	20.00
C Building	0	--	--	--	--	0	--	--	--	--	0	0	0	--

When reviewing this report keep the following rules in mind:

A) The student must meet the criteria to be included in the 4th Quarter, Program Status Report (All Funds). This report is more comprehensive than just those students used for NRS federal reporting purposes.

B) In addition, to be claimed at the specific Building listed, the student must meet all requirements plus have at least 7.5 attendance hours at that specific building (and have reached the midterm successfully if enrolled in fixed entry classes).

For a detailed explanation of each column in this report, refer to the "Program Outcomes Report - Building Explanatory Guide"

Generating the Instructor Reports ...

Instructors: List/Search

[Search](#) | [List All](#) | [List Current FY](#) | [Add New](#) | [Prof. Dev. Report](#) | [Mailing Labels](#) | [Outcomes Report](#) | [Individual Outcomes Report](#)

Records per page: 10

Home Phone

After accessing the Instructors List/Search page, use the search engine to find the group of instructors you want in the report.

After completing the search either the Summary or the Individual Report can be generated based on the found set of records by clicking one of the report links.

Active: Active Inactive
 Met Prof.Dev. Requirement: Yes

Teaching Area [Actual]:
 Building:
Attention :
1. These two new searches are only viewable for super admin user;
2. Searching for Actual Teaching Area in or after FY2009 is faster than that before 2009 or without fiscal year since the query is optimized;
 Fiscal Year: 2010

SEARCH

CLEAR

Instructor Summary Outcomes Report - Example...

Instructor Outcomes Report - Summary

Printed: 04/01/2010

Fiscal Year: 2010

Program Name - ICCB (Jay) Training Program

Program No. - ICCB05

Instructor's Name	Instr. Categories taught	Total Students	# Pre-tested	# Post-tested	Post-test %	Total Making Gains	Avg AH w/Instr.	Persistence Rate	# Gaining Levels	% Gaining Levels	# Gaining pts (but not level)	% Gaining pts (but not level)	HS or GED count	CIT. count	VOC. count	Prof Dev Hours	% achieving Civics competencies
Cross, Leon	ASE, ABE, ESL	19	19	11	57.89%	10	77.05	77.34%	8	42.11%	2	10.53%	1	0	0	3.00	--
Dande, Maria	ASE	0	0	0	--	0	0.00	0.00%	0	--	0		0	0	0	0.00	--
Doe, Janet	ASE, ABE	3	3	1	33.33%	1	6.67	62.50%	1	33.33%	0	0.00%	0	0	0	4.00	--
Elesone, Lisa	ASE, ABE	18	18	10	55.56%	9	79.67	77.22%	7	38.89%	2	11.11%	1	0	0	4.00	--

When reviewing the columns, keep the following rules in mind:

A) In order to be included, the student must meet the criteria to be in the 4th Quarter, Program Status Report (All Funds). This report is more comprehensive than just those students used for NRS federal reporting purposes.

B) In addition, to be claimed with the specific instructor listed, the student must meet the usual requirements plus have at least 7.5 attendance hours with that instructor (and have reached the midterm successfully if enrolled in fixed entry classes).

For a detailed explanation of each column in this report, please refer to the Instructor - Summary Outcomes Report Explanatory Guide.

An extra option when generating the Instructor – Individual Summary Report...



Help | Logout

Data and Information System Illinois

<http://www.iccb.org>

Fiscal Year 2010 [ICCB (Jay) Training ...]

Home | Students | Classes | Courses | Instructors | Funding | Administration | Reporting

Please choose export type

PDF Excel

Fiscal Year for program average for instructors

Previous Fiscal Year [FY 2009] Chosen Fiscal Year

SUBMIT

CANCEL

When generating the Instructor - Individual Outcomes Report, the user can select a FY for comparison.

In short, this allows the user to see for this FY the results of an individual instructor in comparison with the program average for instructors during the FY selected for comparison.

Instructor Individual Report – Summary section example...

UIS
Instructor Outcomes Report -- Individual
http://www.iccb.org

Instructor Outcomes Report - Individual

Program Name - ICCB (Jay) Training Program

Program No. - ICCB05

Printed: 04/01/2010

Fiscal Year: 2010

Instructor's Name	Doe, Janet
Instructional Categories	ASE, ABE
Highest Degree Earned	Master
FY Prof. Dev. Hours	4.00
FY Prof. Dev. Cost	50.00

Instructor Information (FY SUMMARY)	Instructor	Program average for instructors (FY2009)
Total # of Class Sections (w/students)	1	1.71
Average Class Enrollment	3.00	3.25
Average Student AH	6.67	92.95
Persistence Rate (All classes)	62.50%	85.17%
Total # of claimable students in FY	3	5.57
Total # of NRS claimable students in FY	2	5.14
Total # pre-tested	3	5.43
Total # post-test	1	4.29
Post-test %	33.33%	76.92%
Total # gaining level	1	3.14
Total % gaining level	33.33%	56.41%
Total # gaining points, but not a level	0	0.00
Total % gaining points, but not a level	0.00%	0.00%
Total # making gains	1	3.14
Total % making gains	33.33%	56.41%
Self Reported Achievements		
Total GED or HS completers	0	.29
Total Citizenship completers	0	0.00
Total Vocational completers	0	.14

NRS Student Goals	Pri/Ach	Sec/Ach
1 - Obtain a Job	0/0	0/0
2 - Retain Current Job	0/0	0/0
3 - Improve Current Job	0/0	0/0
4 - Earn GED/Secondary Education	0/0	0/0
5 - Enter Post-Secondary Education/Training	0/0	0/0
6 - Improve Basic Literacy	2/0	0/0
7 - Improve English Language	1/0	0/0
8 - Obtain Citizenship Skills	0/0	0/0
9 - Achieve Work-Based Project Learner Goal	0/0	0/0
10 - Other Personal Goal	0/0	0/0
TOTALS:	3/0	0/0

The numbers reflected in this summary section of the table reflect the same numbers shown in the Instructor Summary Outcomes Report.

This part of the summary table shows the program average for instructors during the FY noted.

Instructor Individual Report – Detail section example...

DETAILED SECTION OF INSTRUCTOR INDIVIDUAL OUTCOMES REPORT...

Student	Courses w/ this instructor	Stu. Start Date w/ Instr.	Stu. End Date w/ Instr.	Total AH w/ Instr.	Total AH w/ Others	Lvl Gainer	FY Test# Date/Type	FY Test# Pts/Level Gains	FY Achievements
Lopez, Irma	Intermediate ABE (Spring example FY10 - ABE)	01/28/2010		0.00	8.00	N	07/01/2009 - CELSA(pre) 01/01/2010 - TABE-R(pre)	--/--(pre) --/--(pre)	
Marce, Audrey	Intermediate ABE (Spring example FY10 - ABE)	01/28/2010		4.00	24.00	Y	08/01/2009 - TABE-R(pre) 02/02/2010 - TABE-R(post)	--/--(pre) 126/3(post)	
Spring, Sample	Intermediate ABE (Spring example FY10 - ABE)	01/28/2010		16.00	20.00	N	01/02/2010 - TABE-R(pre)	--/--(pre)	

The detailed section of the Instructor Individual Summary Report provides an alphabetical list of all the students who were taught by the instructor during the FY. It shows the students used to provide the summary data.

In order to show up on this report, the student must meet all other criteria for state level reporting and have at least 7.5 AH with this instructor.

For each student, the class section no and course name they were enrolled in with the instructor is displayed. The report also distinguishes between AH with this instructor and AH with other instructors. All testing data and achievements for the FY are also displayed.

Review of the “Big 4”

Major Area of focus (The Big 4)	Initial DMT* tables to review to examine program outcomes	Outcomes Report reminders
Level Completion Rates	Tables 1a, 1b, 1c, 1d Table 11a and 11b Table 13a and 13d	<p>After reviewing program level data, all the Outcomes Reports can be used to look at this data at the Building and Instructor level.</p> <p>Example - After reviewing the post-test rate for the program, you can review the Building Report and see that same rate for each building.**</p>
Post-test Rates	Table 2 Table 11a and 11b	
Average Attendance Hours (AH)	Tables 4, 4a, and 4b Table 13a	
Persistence Rate	Table 4	

* **Special Note:** The DMT tables provide data for the entire program. The outcomes (in terms of averages and percentages) can be helpful to provide context when reviewing Building and Instructor level reports.

** **Reminder** - In order to obtain a complete picture of all the outcomes for instruction and service, the Outcomes Reports show a more comprehensive picture by using duplicated headcounts. Each DMT table is designed to provide a specific picture and to reflect the data from specific required reports within the system.

Creating a culture of data analysis...

1. Power of new tools/resources
2. Utilizing explanatory docs
3. Learning Circles dedicated to utilizing new resources and improving outcomes
4. Online sessions

Next steps...