





Purpose

The dashboard provides real-time data showing where customers are in the intake/eligibility process all the way up through program completion. Partners can use the data in the dashboard to access filtered lists of customers for easy access to customer program information.

Definition

Section/Definitions Column: Includes sections/components of the program. The  icon provides a definition for the item in the section. Color-coding is used to identify customers who need action (or are in-process), successfully completed, or did not complete (withdrew). The definitions are listed in the sample below.

Count column: These links provide access to individual customer information; the column count links are available for Super User and Career Planner/Case Worker roles.

Section and Definitions	Count	%
1. Topic		
<u>White Color Code</u> = FYI only. No action is needed.	1	10%
<u>Yellow Color Code</u> = Action is needed. 	2	20%
<u>Red Color Code</u> = Red flag - Immediate action is needed.	2	20%
<u>Green Color Code</u> = This step is complete or meets a program requirement. 	4	40%
<u>Grey Color Code</u> = This person is either not able to participate or quit participating in the program. 	1	10%
Total	10	

Accessing the Dashboard

1. Log in to www.illinoisworknet.com.
2. Select **My Dashboard**.
3. Select **Partner Tools**.
4. Select **Customer Support Center**.
5. Select the **Dashboards** in the top menu.
6. Select **YCP 2021**.

Youth Career Pathways Dashboard

- Numbers in the dashboard are clickable. A list opens with the names of the specific participants included in that dashboard number.
- Click on the last name of the participant to open the file on Illinois workNet.
- Below is a list with the dashboard item and the Info Bubble text that provides more definition.

Keyboarding Tip!

Right click on the number to open list in a new tab.

YCP DASHBOARD

Grantee: YCP - Springfield Provider

Section: # %

Intake Overview		#	%
Incomplete Application		23	
Complete Application & Not Enrolled		7	
Complete Application & Enrolled		5	
Customer Will Not Participate		4	
Not Eligible		2	
Declined to Participate		0	
Eligibility Not Complete		2	
Participant Overview		#	%
Active Participants		5	
Exiters		0	
Total Participants		5	
Customer Engagement		#	%
Number of Active Participants with an Open Service		5	
Youth Individualized Career Service (ICS)		5	
Individualized Career Service open for more than 6 months		0	
Youth Training Service		4	
Training Service open for more than 18 months		1	
Total		5	
Customer Activity		#	%
No Case Note in 30 Days		0	
Last Active Service Greater than 60 days ago		2	
Last Active Service Greater than 90 days ago		2	
Last Active Service Greater than 110 days ago		1	
Participants with Open Services for more than 6 Months		1	
Participants with Open Services for more than 18 Months		1	
Enrolled in Both LWA & Statewide LWIA 90		0	
Participant Being Served by Same LWIA 90 Grantee		0	
Total		7	
Exit Information		#	%
Exiters		0	
Employed at Exit		0	
Employed 2nd Quarter after Exit		0	
Employed 4th Quarter after Exit		0	
Employed in Training Related Job at Exit		0	
Employed in Training Related Job 2nd Quarter after Exit		0	
Employed in Training Related Job 4th Quarter after Exit		0	
Not Employed at Exit - Entered Training Related Employment 2nd Quarter after Exit		0	
Not Employed at Exit - Entered Training Related Employment 4th Quarter after Exit		0	
Total		0	
Performance "Training" Indicators: Measurable Skills Gain & Credential Attainment Rate		#	%
Total Training Participants		0	
Total Participants with Measurable Skill Gains Recorded		2	
Total Participants without Measurable Skill Gains Recorded		3	
Total Participants with a Credential but without a Measurable Skill Gains		2	
30 days left to earn a Measurable Skill Gains		0	
Total Participants Never Enrolled in Training		5	
Active Participants Enrolled in Training		0	
Training Completers		0	
Training Completers who have Earned a Credential		0	
Training Exiters		0	
Unsuccessful Training Exiters		0	
Successful Training Exiters		0	
Training Exiters that Earned a Credential		0	
Training Exiters who have earned a credential of high school diploma/GED/equivalency only		0	
Training Exiters that have not earned a Credential		0	
90 days left to earn Credential		0	
60 days left to earn Credential		0	
30 days left to earn Credential		0	
Total		5	
Exiters Qualifying for Performance		#	%
Exiters More Than 2 Quarters ago		0	
Exiters with Wages 2nd Quarter Post Exit		0	
No Wage Data or Supplemental Data		0	
No Wage Data or Supplemental Data or Educational Data for Youth		0	
Exiters More Than 4 Quarters ago		0	
Exiters with Wages 4th Quarter Post Exit		0	
No Wage Data or Supplemental Data		0	
No Wage Data or Supplemental Data or Educational Data for Youth		0	
Total		0	

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Dashboard Item with Info Bubble Definition

Section	Info Bubble
Intake Overview	
Incomplete Application	Number of participants who have not completed the application.
Complete Application & Not Enrolled	Number of participants who have completed the application but have not completed enrollment.
Complete Application & Enrolled	Number of participants who have completed the application and are enrolled with a service added to their career plan.
Customer Will Not Participate	Number of participants who will not participate in the program.
Not Eligible	Number of participants who were determined not eligible.
Decline To Participate	Number of participants who declined to participate.
Eligibility Not Completed	Number of participants who were not able or did not complete eligibility.
Participant Overview	
Active Participants	Number of participants with an enrollment date but no exit date and at one point in time had/have an enrolling service.
Exiters	Number of participants who have exited from the program. The date of exit from the program is the last date of service. The date cannot be determined until 90 days have elapsed since the participant received their last services and no future services are planned.
Total Participants	
Customer Engagement	
Number of Active Participants with Service	Number of participants who have an active IwN service – open service record.
Individualized Career Service (ICS)	Number of participants who have a WIOA Individualized Career Service (ICS). Note: Could be duplicative – have an ICS and TS.
Service open for more than 6 months	Number of participants who have WIOA Training Services that have been open for more than 6 months.
Training Service	Number of participants who have WIOA Training Services. Note: Could be duplicative – have an ICS and TS.
Service open for more than 18 months	Number of participants who have WIOA Training Services that have been open for more than 18 months.
Youth Individualized Career Service (ICS)	Number of participants who have a WIOA Individualized Career Service (ICS). Note: Could be duplicative – have an ICS and TS.
Service open for more than 6 months	Number of participants who have WIOA Training Services that have been open for more than 6 months.
Youth Training Service	Number of participants who have WIOA Training Services. Note: Could be duplicative – have an ICS and TS.
Service open for more than 18 months	Number of participants who have WIOA Training Services that have been open for more than 18 months.
Total	
Customer Activity	
No Career Planning (Case Management)/Case Note in 30 Days	Participants who have not had case notes added in the past 30 days.
Last Active Service Greater than 60 days ago	Participants who have not had a service within 60 days.
Last Active Service Greater than 90 days ago	Participants who have not had a service within 90 days.
Last Active Service Greater than 110 days ago	Participants who have not had a service within 110 days.
Participants with Open Services for more than 6 Months	Participants who have a service remain open for more than 6 months (service start date more than 6 months ago, no end date).
Participants with Open Services for more than 18 Months	Participants who have a service remain open for more than 18 months (service start date more than 18 months ago, no end date).

Enrolled in LWIA & LWIA 90 (Co-enrolled)	Participants who are co-enrolled in a Local Workforce Innovation Areas and LWIA 90.
Participant Being Served by Same LWIA 90 Grant	Customers who are enrolled in two LWIA 90 grants of the same LWIA 90 grantee (i.e., Services provided in 2018 and 2019 LWIA 90 grants with the same grantee/provider).
Total	
Exit Information	
Employed at Exit	Participants who have exited and are employed at the time of exit.
Employed 2 nd Quarter after Exit	Participants who were employed at exit and are still employed 2 nd quarter after exit.
Employed 4 th Quarter after Exit	Participants who were employed at exit and are still employed 4 th quarter after exit.
Employed in Training Related Job at Exit	Participants who have entered employment related to the training they received.
Employed in Training Related Job 2 nd Quarter after Exit	Participants who were employed in training-related job at exit and are still employed 2 nd quarter after exit.
Employed in Training Related Job 4 th Quarter after Exit	Participants who were employed in training-related job at exit and are still employed 4 th quarter after exit.
Entered Training Related Employment 2nd Quarter after Exit	Participants who have entered employment related to the training they received by second quarter after exit. Note: These participants were not employed at exit.
Entered Training Related Employment 4th Quarter after Exit	Participants who have entered employment related to the training they received by fourth quarter after exit. Note: These participants were not employed at exit.
Total	
Performance "Training" Indicators: Measurable Skills Gain & Credential Attainment Rate	
Total Training Participants	Number of participants who currently have or may have had a training service at some point in time during the program, but no services are currently active. This number includes exiters.
Total Participants with Measurable Skills Gain	Participants who have a measurable skill gain record in the PY.
Total Participants with a Credential but without a Measurable Skills Gain	Participants who have a credential reported but do not have a measurable skill gain record in the PY.
30 days left to earn a Measurable Skills Gain	Participants who have not received a Measurable Skills Gain. Participants must receive an MSG every program year they are enrolled and receiving a training service.
Total Participants Never Enrolled in Training	Participants who have never received a WIOA funded training service.
Active Participants Enrolled in Training	Active participants who have an active training service.
Training Completers	Training completers who are still participating in program (Training Completed but have not exited.)
Training Complete Participants who have Earned a Credential	Training completers who have not exited and earned an Industry Recognized credential(s) at any point during participation.
Training Exiters	Customers who participated and had training are now exited.
Unsuccessful Training Exiters	Customers who participated and had training are now exited with an unsuccessful completion status.
Successful Training Exiters	Customers who participated and had training are now exited with a successful completion status.
Training Exiters that Earned a Credential	Exiters who have exited and earned a credential(s) and have added it to their exit record.
Training Exiters who have earned a credential of high school diploma/GED/equivalency only	These participants also need to earn an Industry Recognized Credential, be enrolled in post-secondary, enter military service, or enter employment/be employed within a year after exit. One or more of these outcomes must be recorded in follow-up in order to be counted as an obtained credential.
Training Exiters that have not earned a Credential	Exiters who were in training and do not have a credential recorded on their exit record. Participants have 365 days after exit to earn credential and have it added to their exit record to be counted in Credential Attainment Rate.

60 days left to earn Credential	Exiters who were in training and do not have a credential recorded on their exit record. Participants have 365 days after exit to earn a credential and have it added to their exit record to be counted in Credential Attainment Rate.
30 days left to earn Credential	Exiters who were in training and do not have a credential recorded on their exit record. Participants have 365 days after exit to earn a credential and have it added to their exit record to be counted in Credential Attainment Rate.
Total	
Exiters Qualifying for Performance	
Exits more than 2 Quarters ago	Participants whose exit date fell within a quarter more than two quarters ago. Customers in this row would be in the denominator with the potential to be in the numerator for 'Employment 2nd Quarter after Exit'.
Exiters with Wages 2 nd Quarter Post Exit	Participants who were employed at exit and are still employed 2 nd quarter after exit.
No Wage Data or Supplemental Data	Participants' records need to be updated to record wage or supplemental data.
No Wage Data or Supplemental Wage or Education Data for Youth	Youth Participants' records need to be updated to include education data.
Exits more than 4 Quarters ago	Participants whose exit date fell within a quarter more than four quarters ago. Participants in this row would be in the denominator with the potential to be in the numerator for 'Employment 4th Quarter after Exit'
Exiters with Wages 4 th Quarter Post Exit	Participants who were employed at exit and are still employed 4 th quarter after exit.
No Wage Data or Supplemental Data	Participants' records need to be updated to record wage or supplemental data.
No Wage Data or Supplemental Wage or Education Data for Youth	Youth participants' records need to be updated to include education data.
Total	