



# Illinois workNet Layoff Recovery Tools for Partners Refresher Webinar

July 11, 2017



## Agenda

- Business Layoffs and Closings
- Partner Dashboard
- Survey Reporting
- Survey Follow-Up

[www.illinoisworknet.com/partnerlayoffguide](http://www.illinoisworknet.com/partnerlayoffguide)



## Available Resources

- Updates
  - Changes made to the Layoff Recovery Guide for Partners
- FAQs
- Archived Training Materials
  - Past webinars and presentations
- Resources & All Printables
  - Marketing materials
  - Trade programs guidance and forms
  - State & Federal Rapid Response resources

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## Getting Started

- Step by Step Process
- Instructional Guides
  - Guide for each tool of the Layoff Guide
- Resources
  - WARN Follow-Up Procedures
  - Link to IWDS
  - DCEO and LWIA Layoff Recovery Access List

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## Business Layoffs & Closings

- View and Export all Layoffs from DETS
- View Company Information
- Create Company Layoff Pages & Surveys

Over 25 workers affected

Add New Layoff

Export

Showing 1 to 10 of 20 entries (filtered from 919 total entries)

Show 10 entries

Start

End

Company Name City 3 Total Affected NAICS Survey/Layoff Page

Layoff Date	Company Name	City	Total Affected	NAICS	Survey/Layoff Page	
12/23/2016	Android Belvidere II, LLC	Belvidere	3	273	3363	<a href="#">View</a>
12/23/2016	Android Belvidere, LLC	Belvidere	3	204	3363	<a href="#">View</a>
8/31/2009	Aprila Healthcare	Machesney Park	3	108	8082	<a href="#">Create</a>
3/7/2008	CHRYSLER MOTORS CORPORATION	BELVIDERE	3	1096	3711	<a href="#">Create</a>

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## Partner Dashboard

- Add/Edit/Delete Messages for Company Layoff Pages
- Add Customized Questions to Survey
- Add Local Layoff Documents
- Activate, Expire, and Re-Activate Company Layoff Pages
- Print Paper Surveys
- Entry for Paper Surveys

Company Name	DETS ID	City	LWIA	Status	Start	End	Action	Additional Actions
A. M. Castle & Co.	20150430001	Franklin Park	7	Expired	01/21/2016		Re-Activate Page	<a href="#">Add/Edit Messages</a> <a href="#">Add Questions</a> <a href="#">Add Docs/Icon</a> <a href="#">Batch Entry</a>
Able Career Institute at National Able Network	20130828L13	Chicago	7	Created	11/18/2016		Activate Page	<a href="#">Add/Edit Messages</a> <a href="#">Add Questions</a> <a href="#">Add Docs/Icon</a> <a href="#">Batch Entry</a>

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# Reporting Dashboard

- View & Export Survey Results
  - Graphs/Charts
  - Detail View
- Get Laid Off Worker Contact Info
  - Follow-Up with Worker
  - “Archive” Worker

[Generate Report](#)

Showing 1 to 362 of 362 entries

Company Name	LWIA <span>27</span>	DETS ID Number	Number Surveys	Select
Assembled Products, Inc.	1	20160321001	0	<input type="checkbox"/>
Computer Systems Institute Gurnee Campus	1	20160210001	2	<input type="checkbox"/>



# Reporting Dashboard: Follow-Up

[Chart](#) [Details](#) [Follow Up](#)

[Require Follow Up](#) [Archived](#)

## Requires Follow Up

The table below identifies laid off workers who have identified that they would like someone to follow-up with them. To see individual survey results for a worker, click the DETS ID Number in their row. You can export all of the workers in the list to a .csv file using the Export Requires Follow Up button. Once you've followed up with the worker, click the Archive User button to move them to the archived list. You can see all those who have been archived by clicking on the Archived button. Click the New Report button to return to the survey reporting main page.

[Export Requires Follow Up](#)

Name	Phone	Email	Company	DETS ID Number	Archive
<input type="text" value="Search Name"/>	<input type="text" value="Search Phone"/>	<input type="text" value="Search Email"/>	<input type="text" value="Search Company"/>	<input type="text" value="Search DETS ID Number"/>	
				20161104001	<a href="#">Archive User</a>
				20161104001	<a href="#">Archive User</a>

Showing 1 to 2 of 2 entries

[Previous](#) [1](#) [Next](#)



## Thank You

- Questions – email [info@illinoisworknet.com](mailto:info@illinoisworknet.com)
- Access the tools from [www.illinoisworknet.com/partnerlayoffguide](http://www.illinoisworknet.com/partnerlayoffguide)
- Next Steps – in the early phases of planning updates to the Partner Layoff Tools and DETS