

Assessment Dashboard and Tools

Use of the assessment tools offered through Illinois workNet and other resources can be tracked in the assessment dashboard in EPIC. Following are directions on how to track customer's progress with the dashboard and the various tools.

Dashboard

Login to your EPIC account.

Access the Assessment Dashboard from the Dashboard Tab.

If you have access to more than one office or agency, select one and click Filter.

The assessments that are tracked include:

- CIS Assessments.
- Employment 101 Pre-Assessment.
- Employment 101 Post-Assessment.
- NOCTI Assessment.
- Observational Assessment.
- Worksite Evaluation.

The screenshot shows the EPIC Assessment Dashboard. At the top, there is a navigation bar with 'DASHBOARDS' highlighted. Below it, a dropdown menu is open, showing 'ASSESSMENT' as the selected option. The main content area displays a table of assessment results categorized by Type of Assessment (CIS, NOCTI, Observational, Worksite Evaluation) and completion status (Not complete, Complete, No Assessment Results, Successful Completion Results, No Successful Completion Results).

Type of Assessment	Count	Percentage
CIS Assessments		
Not complete	12	
Complete	82	
Employment 101 Pre-Assessment		
Not Complete	79	
Complete	15	
Employment 101 Post-Assessment		
No Assessment Results	82	
Successful Completion Results	117	12.33 %
No Successful Completion Results	15	1.58 %
NOCTI Assessment		
Customers With No Assessment Results	898	94.63 %
Customers With a Successful Completion	26	2.74 %
Customers Without a Successful Completion	25	2.63 %
Total NOCTI Customers	51	
Observational Assessment		
Customers With No Assessment Results	949	100.00 %
Customers With a Successful Completion	0	0.00 %
Customers Without a Successful Completion	0	0.00 %
Total Observational Assessments	0	
Worksite Evaluation		
Customers With No Assessment Results	948	99.89 %
Customers With a Successful Completion	1	0.11 %
Customers Without a Successful Completion	0	0.00 %
Total Worksite Evaluations	2	

Additional assessments that are not associated with Illinois workNet can be entered from a customer's profile assessment tab, but are not tracked in the dashboard (i.e. TABE scores).

Visit the Illinois workNet Partner Resources guide "Assessments" to find customer guides and partner guides for a variety of assessment tools offered through Illinois workNet.

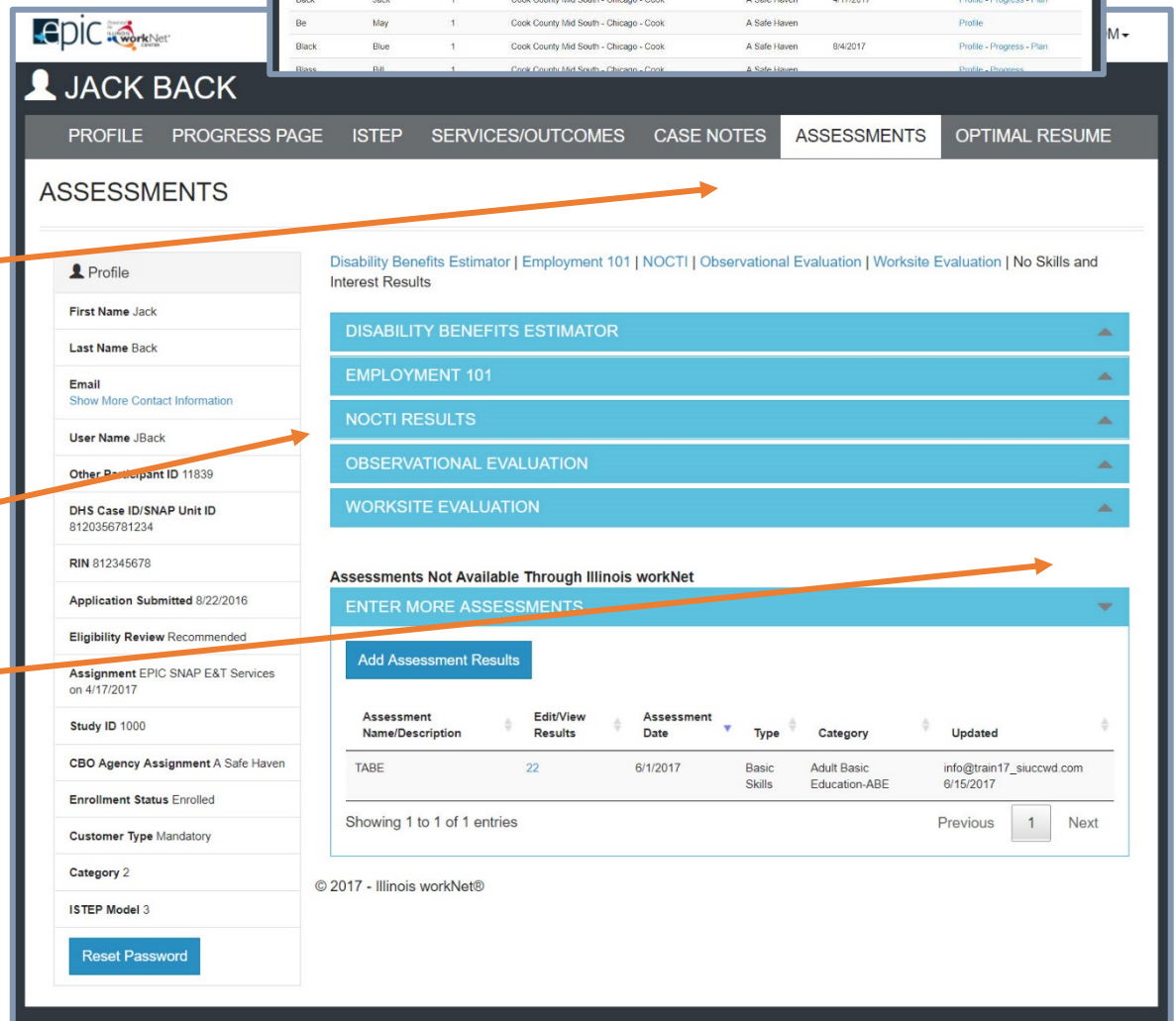
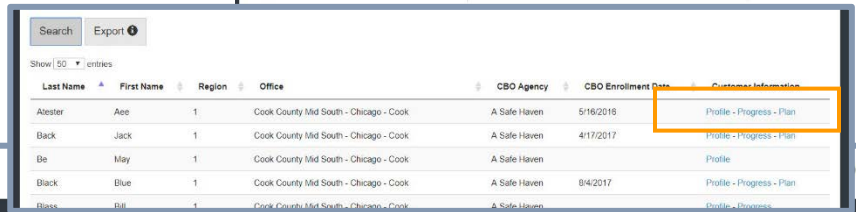
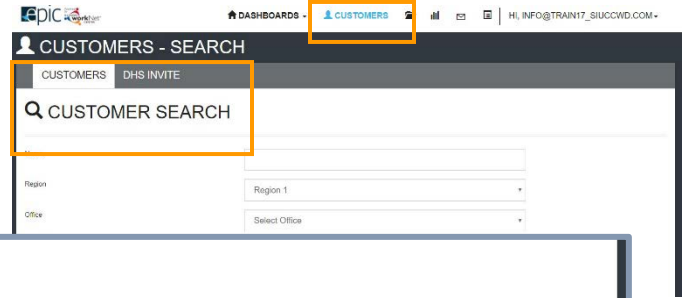
<https://www.illinoisworknet.com/partners/Pages/Assessments.aspx>

From the Customer Profile

Select Profile, Progress or Plan on the customer to be reviewed.

Once on the customer profile, select the Assessment tab.

Select Profile, Progress or Plan on the customer to be reviewed.



Once on the customer profile, select the Assessment tab.

The list of available assessments appears.

Click the arrow on the side to open the section.

CIS Skills and Interest Survey

The Career Information System is an external tool that Illinois workNet uses to assess skills and interest of customers. There are four components to the survey. The initial EPIC application has the customer complete the Career Cluster Inventory.

To view the customer's results of the CIS surveys, click the link – an external link opens in a new window.

[Disability Benefits Estimator](#) | [Employment 101](#) | [NOCTI](#) | [Observational Evaluation](#) | [Worksite Evaluation](#) | [View Interests](#)
External link opens in a new window

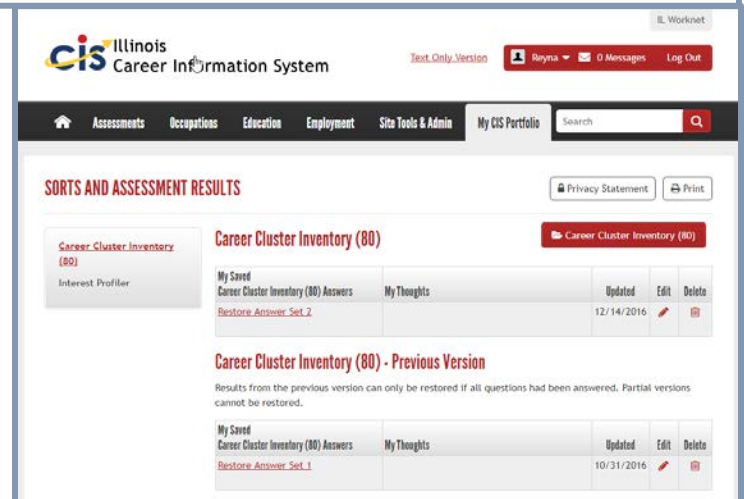
DISABILITY BENEFITS ESTIMATOR

OR the customer may not have completed the interest survey.

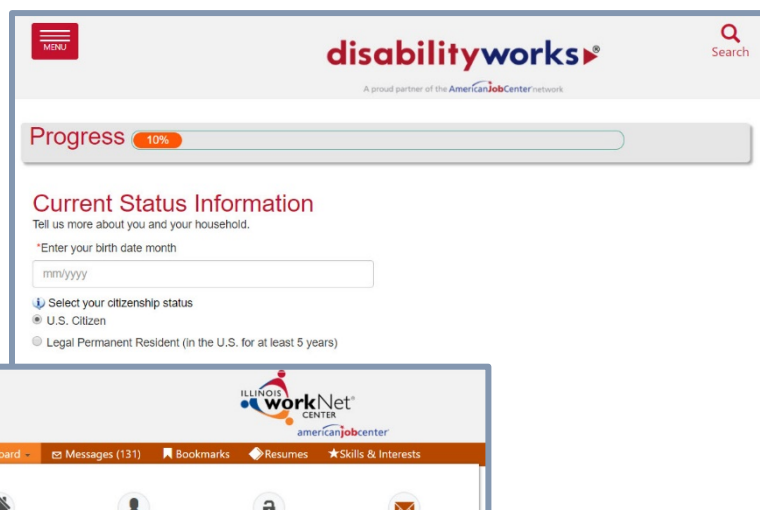
[Disability Benefits Estimator](#) | [Employment 101](#) | [NOCTI](#) | [Observational Evaluation](#) | [Worksite Evaluation](#) | [No Skills and Interest Results](#)

The new window opens to the customer information on the partner platform.

During the initial customer assessment, use the answers from the interest survey to help determine placement. Employment 101 engages the customer with the other three CIS surveys.



https://www.illinoisworknet.com/DownloadPrint/Using%20Skill%20and%20Interest%20Surveys%20-%20Customer_FINAL.pdf



Disability Benefits Estimator

Part of disabilityworks.com, the disability benefits estimator can be used for any customer expressing an actual or potential disability.

The customer accesses the disability benefit estimator from their personal Illinois workNet "My Dashboard."

The customer answers questions about age, marital status, members of household, income and expenses, and healthcare programs they may already be receiving.

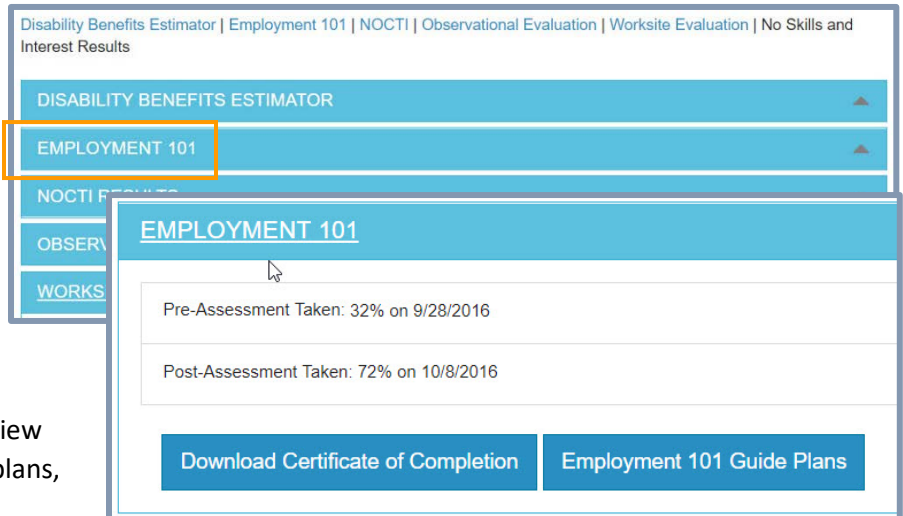
If the customer completes the benefits estimator, the results report into the assessment tab of the customer's profile. Click on the report to view.

How-to article: <https://www.illinoisworknet.com/pages/article.aspx?articleID=180>

Employment 101

Customers who will participate in Employment 101 activities take a Pre-Assessment test, complete the guide planning tools, and then take a Post-Assessment. Customers who score at least 70% on the post-assessment test earn a Certificate of Completion.

From the customer assessment tab, you can view scores of tests, date taken, click on and view plans, and download a copy of the certificate of completion.



Disability Benefits Estimator | Employment 101 | NOCTI | Observational Evaluation | Worksite Evaluation | No Skills and Interest Results

DISABILITY BENEFITS ESTIMATOR

EMPLOYMENT 101

NOCTI RESULTS

OBSERVATIONAL EVALUATION

WORKSITE EVALUATION

EMPLOYMENT 101

Pre-Assessment Taken: 32% on 9/28/2016

Post-Assessment Taken: 72% on 10/8/2016

Download Certificate of Completion | Employment 101 Guide Plans

Partner and customer guides for Employment 101 and NOCTI can be found here:
<https://www.illinoisworknet.com/partners/Pages/Assessments.aspx>

NOCTI Results

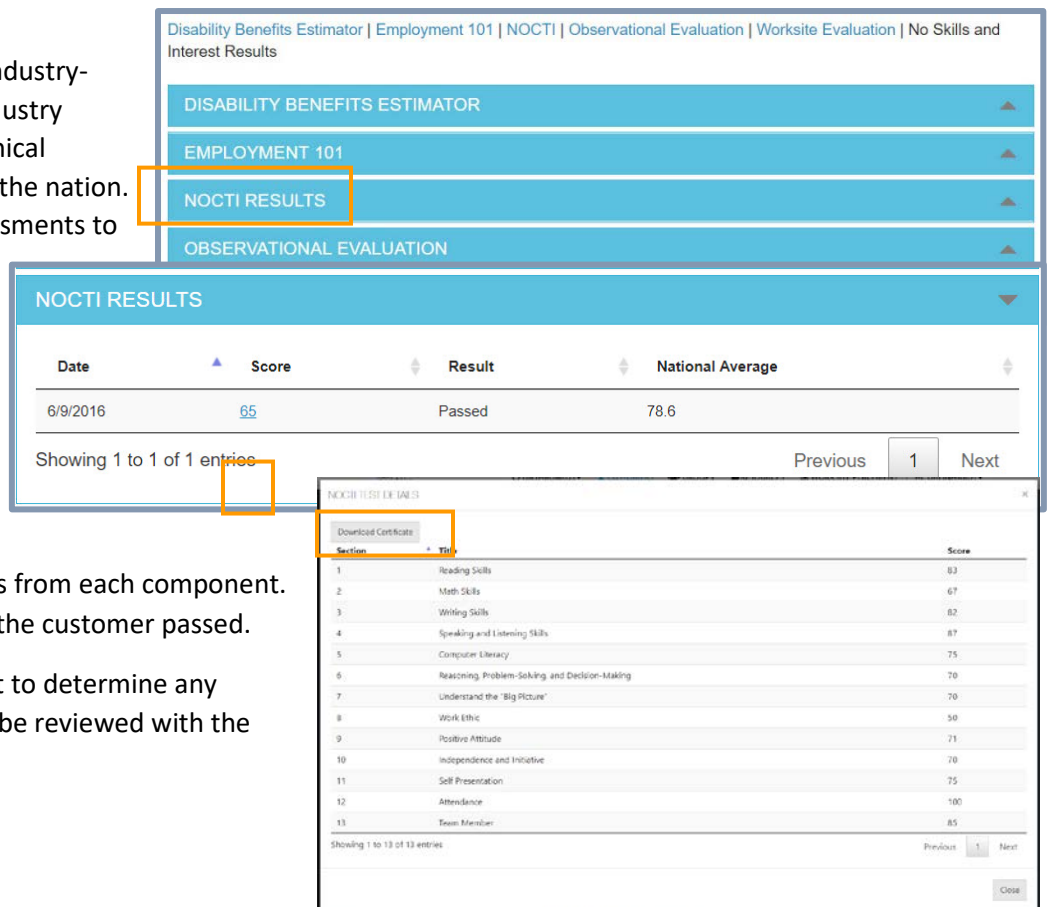
NOCTI is the largest provider of industry-based credentials and partner industry certifications for career and technical education (CTE) programs across the nation. Illinois workNet uses NOCTI assessments to determine skill levels in reading, writing, math, and essential skills.

Click on the number in the score column to view the results of the customer's test.

From the results pop-up:

- View the individual scores from each component.
- Download a certificate if the customer passed.

Use the results of this assessment to determine any specific areas that might need to be reviewed with the customer.



Disability Benefits Estimator | Employment 101 | NOCTI | Observational Evaluation | Worksite Evaluation | No Skills and Interest Results

DISABILITY BENEFITS ESTIMATOR

EMPLOYMENT 101

NOCTI RESULTS

OBSERVATIONAL EVALUATION

NOCTI RESULTS

Date	Score	Result	National Average
6/9/2016	65	Passed	78.6

Showing 1 to 1 of 1 entries

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NOCTI TEST DETAILS

Download Certificate

Section	Score
1. Reading Skills	83
2. Math Skills	67
3. Writing Skills	82
4. Speaking and Listening Skills	87
5. Computer Literacy	75
6. Reasoning, Problem-Solving, and Decision-Making	70
7. Understand the "Big Picture"	70
8. Work Ethic	50
9. Positive Attitude	71
10. Independence and Initiative	70
11. Self-Presentation	75
12. Attendance	100
13. Team Member	85

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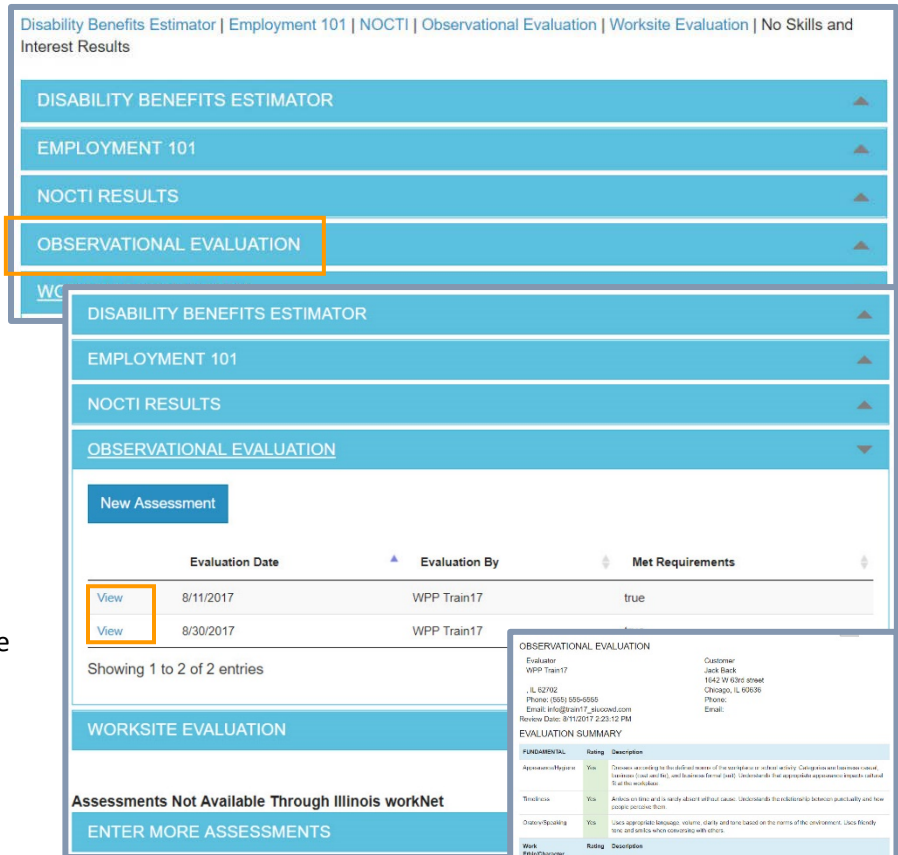
Close

Observational Evaluation

The purpose of the Observational Evaluation is to measure workplace skills that are demonstrated over time. The assessment is based upon a rubric. Answers provided to the customer include what the rubric defines for the customer's score.

Select "View" to see the results of that evaluation. The assessment fills in below the results section.

If there is more than one evaluation, compare results over time.



Disability Benefits Estimator | Employment 101 | NOCTI | Observational Evaluation | Worksite Evaluation | No Skills and Interest Results

DISABILITY BENEFITS ESTIMATOR

EMPLOYMENT 101

NOCTI RESULTS

OBSERVATIONAL EVALUATION

WC

DISABILITY BENEFITS ESTIMATOR

EMPLOYMENT 101

NOCTI RESULTS

OBSERVATIONAL EVALUATION

New Assessment

	Evaluation Date	Evaluation By	Met Requirements
View	8/11/2017	WPP Train17	true
View	8/30/2017	WPP Train17	

Showing 1 to 2 of 2 entries

WORKSITE EVALUATION

Assessments Not Available Through Illinois workNet

ENTER MORE ASSESSMENTS

OBSERVATIONAL EVALUATION

Evaluator: WPP Train17
Customer: Jack Back
1142 W 63rd Street
Chicago, IL 60636
Phone:
Email:
Review Date: 8/11/2017 2:20:12 PM

EVALUATION SUMMARY

FUNDAMENTAL	Rating	Description
Appearance/Hygiene	Yes	Discusses according to the definition of the occupation or school activity. Considers and takes into account customer (and self and the) and business for real (and) tasks. The appropriate customer impacts cultural of the workplace.
Attendance	Yes	Arrives on time and is ready to start without delay. Understands the relationship between punctuality and how people perceive them.
Oratory/Speaking	Yes	Uses appropriate behavior, volume, clarity and tone based on the norms of the environment. Uses friendly tone and facts which cooperate with others.
Work Ethic/Character	Rating	Description
Attitude	3	Is optimistic and quickly recovers negative outlook into a positive outlook. Values how attitude affects performance and goal setting and tries to control influence conditions.
Accountability/Integrity	3	Assumes responsibility for actions and decisions. Completes assignments and is concerned with quality of own work and that of peers. Works towards a high standard of performance.
Self Control	3	Can suppress own reaction and needs; efficient individuals or situations with a calm and non-defensive attitude. Meets personal needs from medication and supports performance.
Interdependence	3	Can set and achieve short and long term goals. Takes initiative and does not wait for others to give work. Is self-motivated and can drive independently. Sets high expectations and strives to surpass them.
Problem Solving	Rating	Description
Organization	2	Needs moderate supervision to complete tasks.
Time Management	2	Follows time and procedures. Needs all direction before starting. Checks for completion when unclear. Understands relevance of time relative to performance.

Directions for completing an Observational Evaluation can be found here:

https://www.illinoisworknet.com/partners/EPIC/Documents/Observational%20Evaluation%20-partner_FINAL.pdf

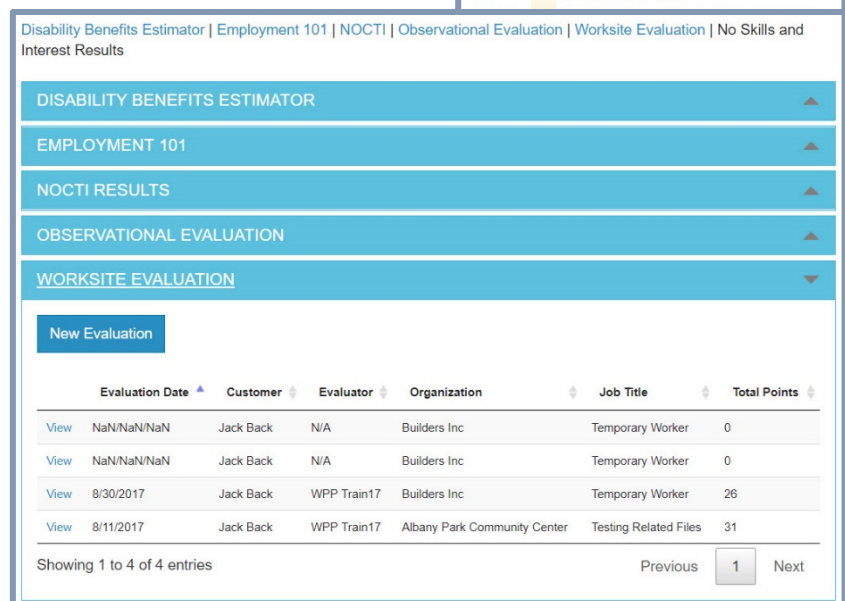
Worksite Evaluation

The purpose of a Worksite Evaluation is to measure workplace skills that are demonstrated at a worksite during a work-based learning experience. The assessment is based upon a rubric. Answers provided to the customer include what the rubric defines for the customer's score.

This evaluation functions the same as the Observational Evaluation.

Directions for completing a Worksite Evaluation can be found here:

https://www.illinoisworknet.com/partners/EPIC/Documents/Worksite%20Evaluation%20-partner_FINAL.pdf



Disability Benefits Estimator | Employment 101 | NOCTI | Observational Evaluation | Worksite Evaluation | No Skills and Interest Results

DISABILITY BENEFITS ESTIMATOR

EMPLOYMENT 101

NOCTI RESULTS

OBSERVATIONAL EVALUATION

WORKSITE EVALUATION

New Evaluation

	Evaluation Date	Customer	Evaluator	Organization	Job Title	Total Points
View	NaN/NaN/NaN	Jack Back	N/A	Builders Inc	Temporary Worker	0
View	NaN/NaN/NaN	Jack Back	N/A	Builders Inc	Temporary Worker	0
View	8/30/2017	Jack Back	WPP Train17	Builders Inc	Temporary Worker	26
View	8/11/2017	Jack Back	WPP Train17	Albany Park Community Center	Testing Related Files	31

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Assessments Not Available Through Illinois workNet

There are many assessments that Illinois workNet Partners use to assess customers.

This section provides an opportunity to add information related to those assessments.

The screenshot shows the 'ASSESSMENTS' section for user JACK BACK. The top navigation bar includes 'PROFILE', 'PROGRESS PAGE', 'ISTEP', 'SERVICES/OUTCOMES', 'CASE NOTES', 'ASSESSMENTS', and 'OPTIMAL RESUME'. The main content area is titled 'ASSESSMENTS' and lists several assessment categories: 'Disability Benefits Estimator', 'Employment 101', 'NOCTI', 'Observational Evaluation', and 'Worksite Evaluation'. Below these is a section titled 'Assessments Not Available Through Illinois workNet' which contains a button 'Add Assessment Results' (highlighted with an orange box) and a table of assessment results.

Assessment Name/Description	Edit/View Results	Assessment Date	Type	Category	Updated
TABE	22	6/1/2017	Basic Skills	Adult Basic Education-ABE	info@train17_siuccwd.com 6/15/2017

Showing 1 to 1 of 1 entries

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