



IWRS Technical Bulletin Update 2024-004

IWRS Update Technical Memo 2024-004.pdf (illinoisworknet.com)

December 18, 2024

Introduction: The following updates to the Illinois Works Reporting System (IWRS) have been implemented and are now operational. Most of these improvements were the result of direct feedback and recommendations from the Illinois Works Pre-Apprenticeship Program (ILWPP) grantee network.

Technical Assistance: After reviewing the job aids and instructional tutorials in this memo, if you need additional assistance, reach out to your ILWPP Grant Manager. Your Grant Manager will refer you to the Illinois workNet Help Desk when necessary.

Update 1: Updated Export on the IWRS landing page

Basis: Completion Status and Active Tracking Status have been added to the export checklist as options from the IWRS landing page.

Update 2: Wrap Around Services Assessment updates

Basis: A field has been added to the Wrap Around Service Assessment where the staff member who conducted the assessment can have their name added. This field is titled "Conductor Name".

Update 3: Statuses have been updated on the Program Completion page

Basis: The selection for Active Tracking was moved from the top of the page for program completion status to the bottom where Add Active Tracking is located.

Update 4: Added dates to the program completion selections for Administrative Withdrawals and Incomplete

Basis: Dates have been added to reflect when participants were designated as Admin Withdrawals or Incomplete in the Illinois Works program.

Update 5: Resolved Transcript Report issues

Basis: There Transcript/Progress Report download caused an error message for most selections. This bug has been resolved.

Update 6: Logic updated for attendance and post-assessment to automatically add services based on criteria not being met.

Basis: In the Career Plan or the Training Services Report:

- If a participant's service has a post-assessment score below 70%, then the services "Tutoring" and "Retake Assessment" will auto-populate under the Student Support Services goal.
- If a participant's service has attendance hours below 80% of the required hours, then the service "Make-Up Sessions" will auto-populate under the Student Support Services goal.