



Dashboard Overview

Meeting Agenda

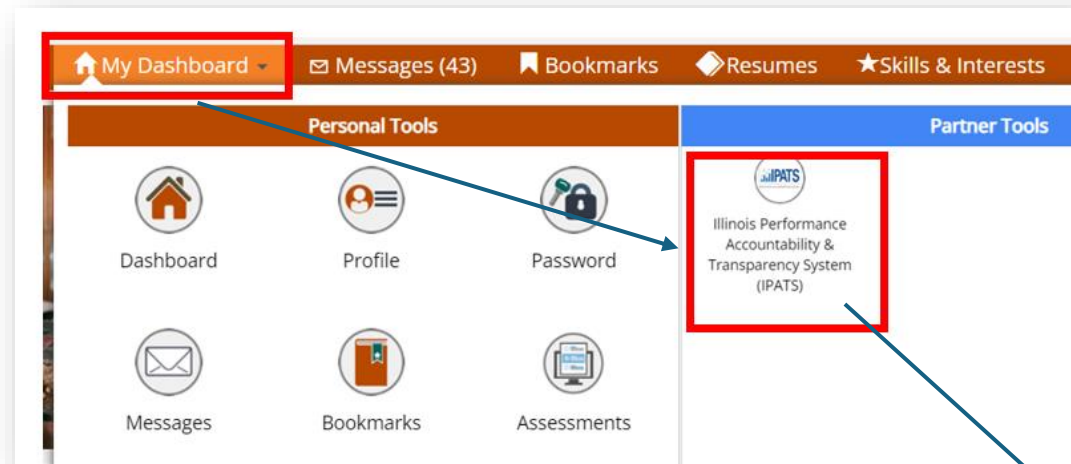
- Housekeeping
- Dashboard Overview
- Submitting a Help Request
- IPATS Partner Guide
- Webinar Reminder
- Question and Answer

Illinois Performance Accountability and Transparency System (IPATS)

- The dashboard tool syncs with Illinois Workforce Development System (IWDS) data to pull in customer information to help track the flow of customers through the life of the program.
- The dashboard will start at a statewide level.
- Users will only have access to the LWIA's they are associated with in IWDS.
- LWIA Administrators will only have access to their LWIA's.
- Career Planners will only have access to their LWIA's and the data that they have access to in IWDS.

Accessing the Dashboard Tools To Access the Dashboard:

- Go to <http://www.illinoisworknet.com/>
- Log into your Illinois workNet account
- Go to 'My Dashboard'
- Select 'Illinois Performance Accountability & Transparency System (IPATS)' under Partner Tools'
- Click the **Dashboard** tab at the top of the page.



Using the Dashboard Tools

Dashboard sections:

The dashboard is set up with blue header rows identifying each section.

The sections are:

- Participant Overview
- Customer Engagement
- Customer Activity
- Exit Information
- Performance “Training” Indicators
- Exiters Qualifying for Performance

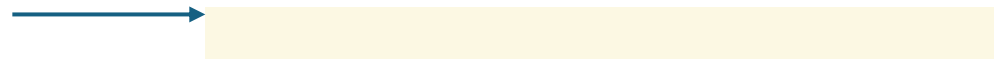
Each section then contains dashboard rows.

| Customer Engagement | |
|--|-------|
| Number of Active Participants with an Open Service ⓘ | 6,406 |
| Individualized Career Service (ICS) ⓘ | 1,668 |
| * Individualized Career Service open for more than 6 months ⓘ | 854 |
| Training Service ⓘ | 4,904 |
| * Training Service open for more than 6 months ⓘ | 2,551 |
| * Training Service open for more than 18 months ⓘ | 518 |
| Youth Service Elements Provided ⓘ | 1,383 |
| * Youth Service Elements open for more than 6 months ⓘ | 831 |
| Youth Occupational Training Service ⓘ | 1,278 |
| * Youth Occupational Training Service open for more than 6 months ⓘ | 778 |
| * Youth Occupational Training Service open for more than 18 months ⓘ | 170 |

Using the Dashboard Tools

Color Code Key:

- Green – Step **completed**, or successful progress is being made
- Yellow - FYI, **warning** action may be needed
- Red - Warning, **immediate action** is needed or will be needed soon
- White – Informational



Using the Dashboard Tools

Filters:

- The **Program Year** filter allows you to view data counts for program years 2016 – 2023.
- The **Quarter** filter defaults to All. However, once a Program Year is selected, then you can choose Quarter 1, 2, 3 or 4.
- The **Title** filter defaults to Title I.
- The **Workforce Program** filter allows you to view data counts for Adult, Dislocated Worker, or Youth programs.
- The **Organization** filter allows you to view data counts specific to an LWIA.
 - If filtered to an LWIA, use the **Office** filter to see specific data counts by office.
 - Use the **Career Planner** filter to see specific data counts by career planner. This will be the career planner identified on the application.

Program Year: ⓘ

All

Quarter:

All

Title:

Title I

Workforce Program:

All

Organization:

Statewide - DCEO

Information bubbles can be found throughout IPATS. To view the helpful details, hover your mouse over the bubble.

Clicking the globe provides a state map of all LWIA's.

Organization:

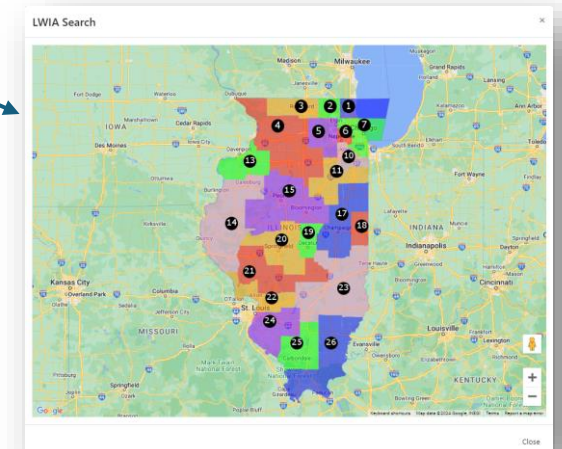
LWIA 1 - Lake County Workforce Development Department

Office:

Filter by Office

Career Planner:

Filter by Career Planner



Using the Dashboard Tools

Customer List:

- Click on a linked customer count (###) to the right of any row to access a **Customer List**. The customer list will pull in a listing of customers that make up that count.
- Please note the blue text at the top of the customer list, “For WIOA Title I Dislocated Worker (ID)/Trade co-enrolled individuals only: last active service date shown in the IPATS dashboard list is ONLY reflecting their last ID service end date. For those appearing on the list who are being actively served under Trade, please disregard the result. A resolution to include Trade services look up is forthcoming.”
- Use the **Column Selector** to include or exclude customer data points.
- Use the **Refresh** button to reset the column list back to the default.
- Use the **Export** button to export the customer list data.
- Use the **Return to Dashboard** button to get back to your filtered view of the Dashboard.

Customer Engagement

| | |
|---|-------|
| Number of Active Participants with an Open Service ⓘ | 6,406 |
| Individualized Career Service (ICS) ⓘ | 1,668 |
| * Individualized Career Service open for more than 6 months ⓘ | 854 |

← Return to Dashboard
📄 Export
🔄 Refresh

For WIOA Title I Dislocated Worker (ID)/Trade co-enrolled individuals only: last active service date shown in the IPATS dashboard list is ONLY reflecting their last ID service end date. For those appearing on the list who are being actively served under Trade, please disregard the result. A resolution to include Trade services look up is forthcoming.

| Last Name | First Name | Organization | Participation Date | Exit Date | workNet Center | Program Type |
|-------------------------|------------|--------------|--------------------|-----------|----------------|--------------|
| Results: 1 to 10 of 854 | | | | | | |


Source: This information is brought to you by the Illinois Workforce Development System IWDS and Department of Commerce and Economic Opportunity Office of Employment and Training. Customer Engagement data is pulled from the IPATS system. Other data is synced on a weekly basis. The data displayed is to serve as a reporting and management dashboard for tracking state workforce assistance program activity and outcomes. The information is made available, to provide transparency on IWDS data. This data will not be provided to outside parties or used to report to the Department of Labor as certified performance outcomes. Reporting will remain with each agency and be reported record.

Version: 5

- Last Name
- First Name
- DOB
- Last 4 SSN
- Organization
- Certification Date
- Participation Date
- Participation Created Date
- Last Contact Date
- Last Note Created
- Exit Date
- Exit Quarter (Calendar Quarter)
- workNet Center
- Program Type
- Case Manager
- Last Active Service Date
- Days Since Last Active Service

Using the Dashboard Tools

Customer Export:

- Clicking the  hamburger icon at the top right of a customer list produces a list of data points to select from.
- The list of data points automatically defaults to having **Last Name, First Name, Organization, Participation Date, Exit Date, workNet Center, and Program Type** selected (blue checkmark).
- These are also the column headings that will show on the customer list.
- If you want to see different data, unclick the default options and click the box next to other options. The column headings will change and so will the data.
- To Export the customer data, click the **Export** button at the top of the list.
- Please note, regardless of the data points that you selected, the export will generate information for each data point.

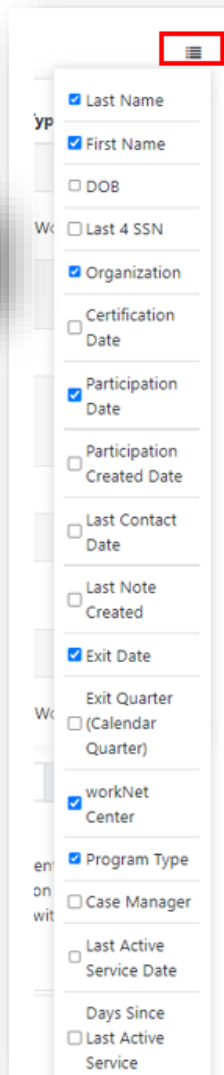
| Last Name ^ | First Name ^ | Participation Date ^ | Exit Date ^ | workNet Center ^ | Program Type ^ |
|-------------|--------------|----------------------|-------------|----------------------|----------------|
| Doe | Ramona | 05/04/2023 | N/A | Blue Lake Job Center | Youth |

Dashboard Data Graphs ▾

Accountability & Transparency System

Filter: Title I > Statewide - DCEO > Number of Active Participants with Service

[← Return to Dashboard](#)
[📄 Export](#)
[🔄 Refresh](#)



- Last Name
- First Name
- DOB
- Last 4 SSN
- Organization
- Certification Date
- Participation Date
- Participation Created Date
- Last Contact Date
- Last Note Created
- Exit Date
- Exit Quarter (Calendar Quarter)
- workNet Center
- Program Type
- Case Manager
- Last Active Service Date
- Days Since Last Active Service

Using the Dashboard Tools Customer Export (Excel):

- After clicking **Export**, an excel spreadsheet will be produced with information for each data point.
- If there is a **column** in the export that you do not want, click the letter at the top of the column to high-light it. Then, keeping your mouse where you just clicked, right-click your mouse to generate the list of options. Click **Hide** to no longer show that column in your export. This will help to drill down to the data points that you want on your export.
- Note: If you are sending an export through email, all Personable Identifiable Information (PII) should be **Deleted** from the spreadsheet prior to sending. PII includes:
 - Date of Birth
 - Last 4 of Social Security number

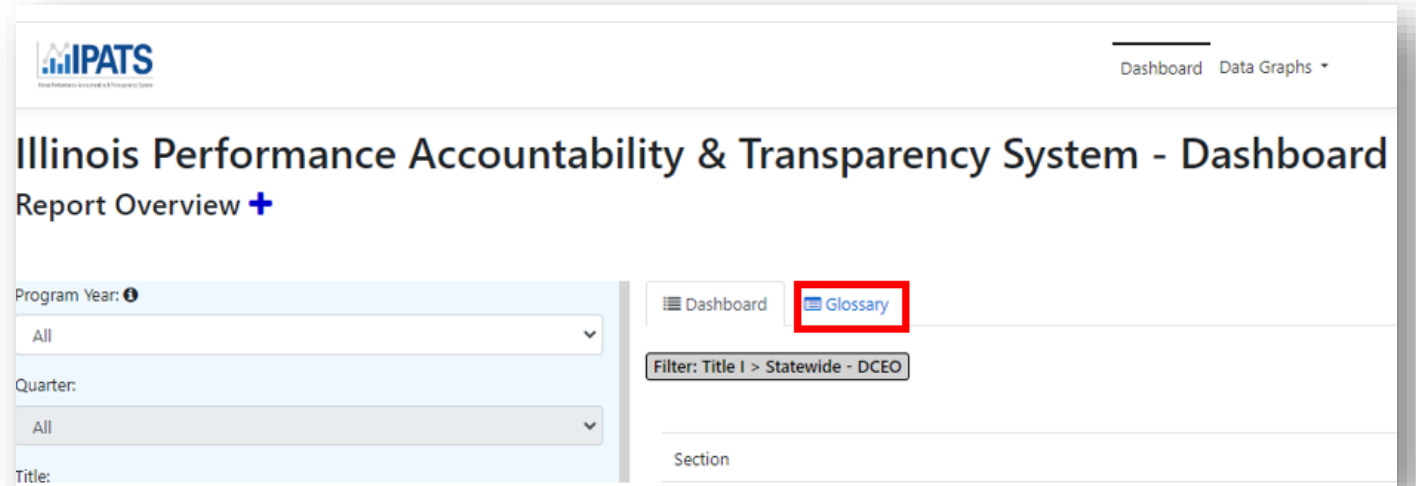
The screenshot shows the Microsoft Excel interface. The ribbon is set to 'Home'. The spreadsheet has columns A, B, and C. Column C is highlighted, and a context menu is open over it. The 'Hide' option is highlighted with a red box. The spreadsheet data is as follows:

| | A | B | C | D | E | F |
|----|-----------|------------|-------|---|---|--------------------|
| 1 | Last Name | First Name | DOB | | | orkNet Office |
| 2 | Doe | Carol | 2/1/1 | | | ue Lake Job Center |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
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| 20 | | | | | | |

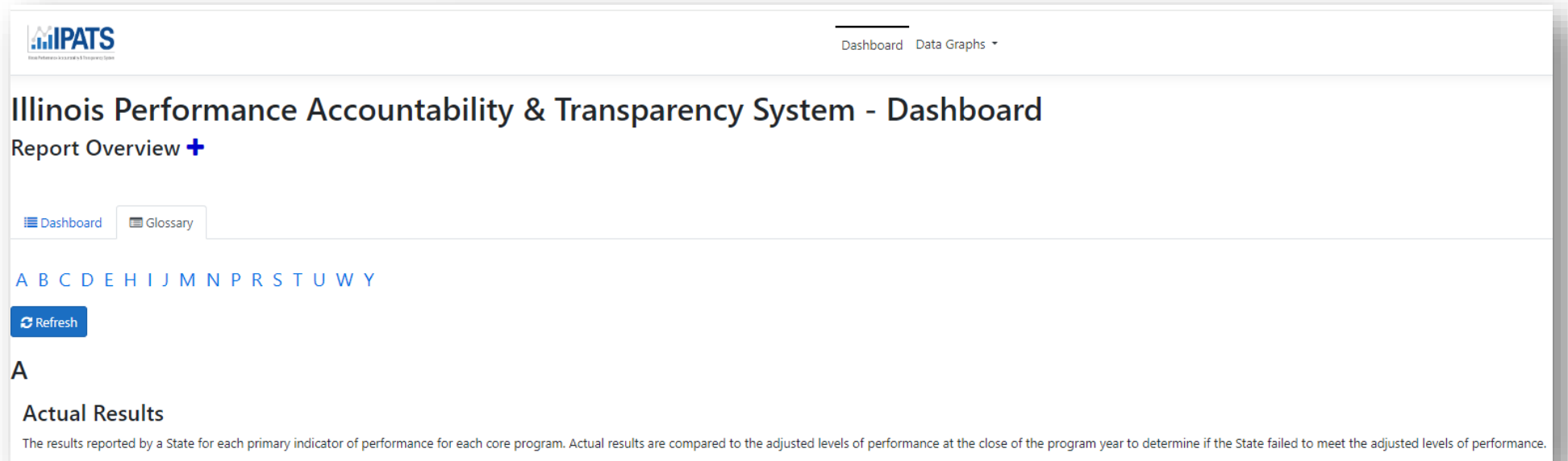
Using the Dashboard Tools

Glossary:

- The Glossary tab can be found throughout each section in IPATS.
- It provides many definitions that helps to understand the IPATS data.



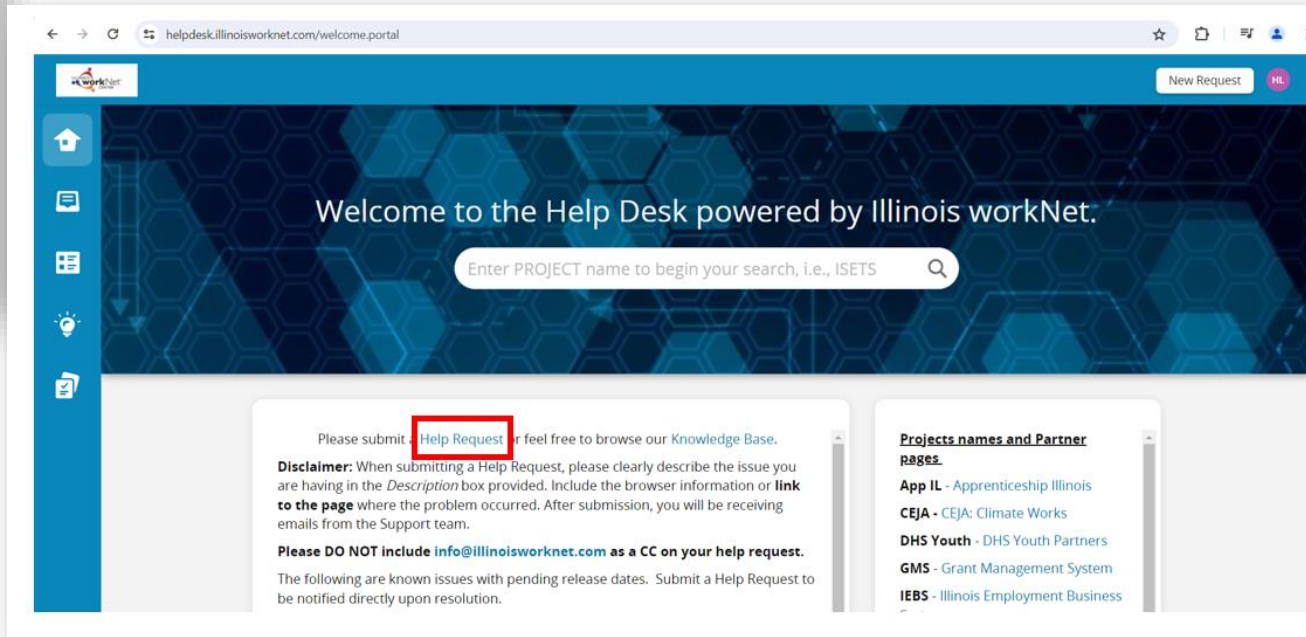
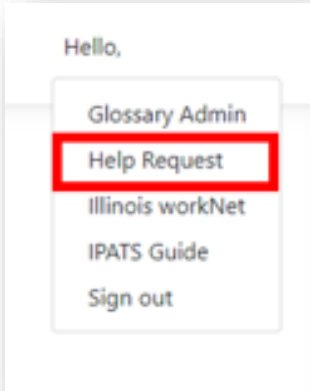
The screenshot shows the IPATS Dashboard interface. At the top left is the IPATS logo. At the top right, there are links for "Dashboard" and "Data Graphs". The main heading is "Illinois Performance Accountability & Transparency System - Dashboard" with a sub-heading "Report Overview +". Below this, there are filters for "Program Year" (set to "All"), "Quarter" (set to "All"), and "Title". To the right of these filters, there are two tabs: "Dashboard" and "Glossary". The "Glossary" tab is highlighted with a red rectangular box. Below the tabs, there is a filter box showing "Filter: Title | > Statewide - DCEO" and a "Section" dropdown menu.



The screenshot shows the IPATS Dashboard interface with the "Glossary" tab selected. The main heading is "Illinois Performance Accountability & Transparency System - Dashboard" with a sub-heading "Report Overview +". Below this, there are two tabs: "Dashboard" and "Glossary". The "Glossary" tab is selected. Below the tabs, there is a navigation bar with letters "A B C D E H I J M N P R S T U W Y". Below the navigation bar, there is a "Refresh" button. The main content area is titled "A" and "Actual Results". Below this, there is a paragraph of text: "The results reported by a State for each primary indicator of performance for each core program. Actual results are compared to the adjusted levels of performance at the close of the program year to determine if the State failed to meet the adjusted levels of performance."

We are here to help!

How to submit a Help Request



New Request

Help Request *

Description

Category *

IPATS - Illinois Performance Accountability & Transparency System

Subcategory *

Other

Access Issue

Access Request

Dashboard

LWIA Comparison Tool

Other

Requester Last Name *

1. Click **Help Request** from the dropdown at the top right dropdown in IPATS.
2. Click **Help Request** on the Help Desk powered by Illinois workNet.
3. Fill in the **Title** and **Description** fields for why you are submitting a request.
4. Select **IPATS** from the Category field.
5. Select an option from the Subcategory field.
6. Fill in the remaining *required boxes.
7. Click **Submit**.

Check out the IPATS Partner Guide

IPATS PARTNER GUIDE

[Back to Workforce & Education Partner Resources.](#)

Illinois Performance Accountability and Transparency System (IPATS) is the latest software application brought to you from the Department of Commerce and Economic Opportunity, Office of Employment and Training in collaboration with the Illinois WorkNet technology specialists. One of the primary sources of data utilized for the visuals in IPATS is the Illinois Workforce Development System (IWDS) which is the state's system of record for intake, tracking, and reporting the Workforce Innovation and Opportunity Act (WIOA) Title I, Adult, Dislocated Workers, and Youth programs.

Why IPATS?

- Showing results in innovative and new ways sheds light on and provides a strong incentive to keep pushing forward. Ultimately, data transparency not only helps improve key metrics and overall performance but also helps with the willingness and ability of those charged with improving it.
- Having access to key metrics to see what works and what doesn't, in as real-time as possible, enables everyone to be informed and make better, quicker decisions.
- Dashboards display key metrics and data in ways that stakeholders can see where they are performing well and where they can make improvements. Increased visualization and availability of succinct and reliable data helps build trust among the data consumers, inspires new ideas and opportunities for growth, increases understanding of the purpose behind the data, attracts and empowers better engagement in the efforts to continuously improve upon performance and outcomes.

As you navigate through the screens please stop and take a moment to provide any feedback or suggestions no matter how big or small to the Help Desk.
Only partner accounts that have been granted access will have access to this tool.

[Click here to enter the IPATS platform.](#)

ALL RESOURCES

EVENT CALENDAR

IPATS FULL LIST OF RESOURCES

[Back to I-PATS Partner Guide.](#)

This page provides IPATS users with a variety of instructions, informational documents/webpages, and resources to be used in conjunction with IPATS. If you would like to request additional information regarding IPATS please reach out to the Help Desk.

This page is updated on a continuous basis as additional resources and instructions are made available.

INSTRUCTIONS BY USER TYPE

State Users

- Gaining Access to IPATS (PDF)
- Dashboard (PDF)
- Performance Tool (PDF)
- LWIA Comparison Tool (PDF)
- WIOA Performance Counts (PDF)
- Glossary Admin (PDF)

LWIA Admin

- Gaining Access to IPATS (PDF)
- Dashboard (PDF)
- Performance Tool (PDF)
- LWIA Comparison Tool (PDF)
- WIOA Performance Counts (PDF)

Career Planner

- Gaining Access to IPATS (PDF)
- Dashboard (PDF)
- Performance Tool (PDF)
- LWIA Comparison Tool (PDF)
- WIOA Performance Counts (PDF)

I-PATS QUICK START GUIDES

[Back to I-PATS Partner Guide.](#)

SCROLL TO YOUR ROLE & SELECT A QUICK START GUIDE TO GET STARTED

State Level Staff

LWIA Administrator Staff

Career Planner Staff

IPATS TRAINING MATERIALS & VIDEOS

[Back to IPATS Partner Guide.](#)

Webinars

More from this Playlist

Webinar Materials

| Presentation Title | Presentation Description |
|---|--|
| Title: Illinois Performance Accountability & Transparency System (IPATS) for Performance and Case Management and Program Implementation Date: May 11, 2022 | Illinois Performance Accountability & Transparency System (IPATS) provides state of Illinois workforce development professionals with a whole new set of advanced tools and data displays to use in their day-to-day work to provide transparency on performance and accountability as it relates to case management and program implementation. |
| Materials: • PowerPoint (PDF) | This statewide webinar can provide information to an array of users, such as: • State Level OET Staff • Regional Managers • Monitoring Staff • Title I Administrators • Local Performance Representatives • Career Planners, Case Managers, & Front Line Staff |

I-PATS PARTNER TOOL UPDATES

[Back to I-PATS Partner Guide.](#)

May 17, 2024

- Updates were made to the "Performance Training Indicators" section in the dashboard:
 - "Total Education/Training Participants"
 - Separated Adult and Dislocated Worker participants qualifying for MSG and Credential measures apart from Youth participants.
 - Correction of MSG rows to list participants with Closed and Open qualifying education/training services.
 - Enhancement: The "Training Exited that have not earned a Credential" row to include a cutoff date.
 - New row: "Training Exited that did not earn a Credential within 1 year of Exit"
 - New data points for all rows: "Last Active Service Date" and "Days since Last Active Service Count" are available in the filter check list in your customer listing.
- Updates were also made to the Performance Graphs:
 - Corrected the Quarter dropdown: "Quarter 4" replaced "Year to Date" as the last selection in the dropdown. (Since "Year-to-Date" is "current quarter" it should not be locked in the place of one Quarter the entire PY.)

Next Webinar Reminder

- **Title:** Dashboard Enhancements & Best Practices
- **Date:** Thursday, June 13th from 1-2:30pm
- **Webinar Link:**
 - A meeting invitation has been sent out with the Zoom link.
 - The meeting link can also be found on the IPATS Partner guide under the Event Calendar section.

Question and Answer