



Illinois
Department of Commerce
& Economic Opportunity

Illinois Works Provider Network

2024 IWRS Session II

Norman Ruano, Deputy Director of Illinois Works







ILW Pre-Apprenticeship Team



- Dr. Norman Ruano, Deputy Director of Illinois Works
- Mr. Dan Martinez, Grant Manager
- Mr. Steven Scott, Grant Manager
- Ms. Monica Pruitt, Grant Manager
- Dr. Ana Bedard, Training Analyst and Program Coach
- Dr. Vera Lee Robinson, Program Coach
- Dr. Jeff Doolittle, Virtual Production Coordinator
- Dr. Gia Suggs, Training Analyst, Program Coach, Professional Development Lead





Course Description



Illinois Works was created as a result of Governor Pritzker's commitment to expanding equity in the Illinois' construction workforce. The Office of Illinois Works, in partnership with Southern Illinois University's Center for Workforce Development, developed the **Illinois Works Reporting System**, also known as **IWRS**.

This system allows grantees to track key information about participants' progress throughout their engagement with the ILW Pre-apprenticeship program. During this course, you will be provided with information about the **Illinois Works Reporting System (IWRS)**, navigation instructions, intake, and additional system tools.



Course Objectives

By the end of this training, learners will be able to:

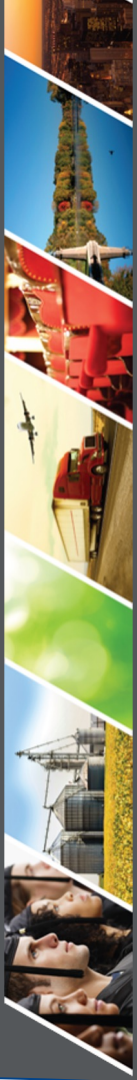
- Describe the role of the Illinois Works Reporting System.
- Explain the relationship between IWRS and the Pre-apprenticeship LifeCycle.
- Navigate the IWRS main page.
- Add/Update participant profiles and intake information.
- Add/Update wrap-around services and career assessment information.
- Submit a ticket to SIU to report system glitches.





This Session is Being Recorded





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Section 2: Welcome and Introduction

By the end of this section, you will be able to:

- Identify their fellow session participants.
- Use the Webex features and functions to fully participate in the training.





Illinois
Department of Commerce
& Economic Opportunity



Comments, feedback, or questions?

Email us at:

CEO.ILWGrantManagement@Illinois.Gov

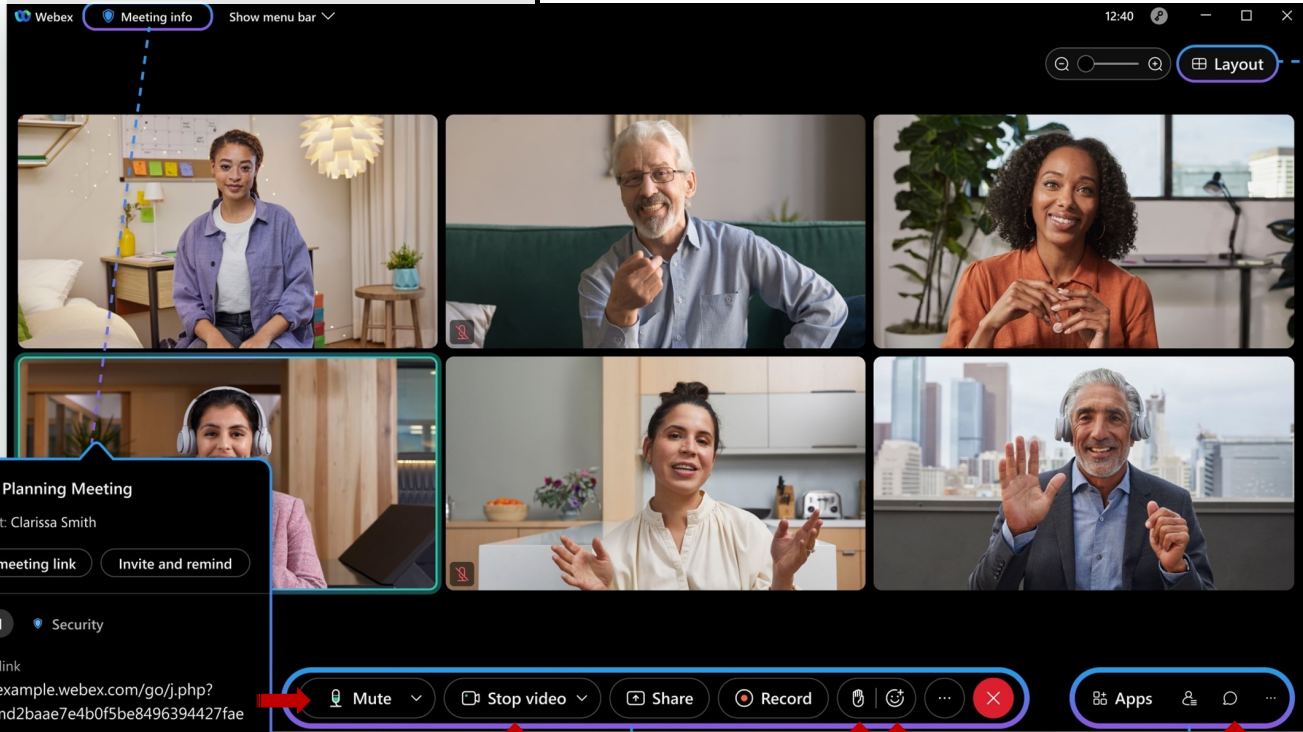


- Your Name
- Organization/Agency
- Role
- Geographic Location
- Add an asterisk (*) next to your name if you attended IWRS: Session I.

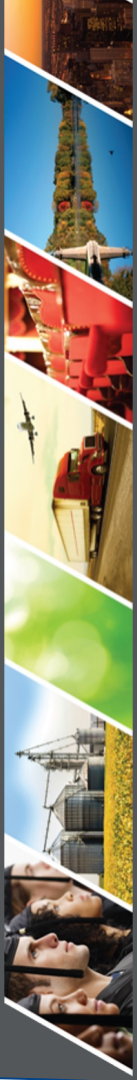




Webex Tutorial



- Mute/Unmute
- Stop/Start Video
- Raise Hand
- Emojis
- Chat



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Section 3: Introduction to IWRS



By the end of this section, you will be able to:

- Describe the purpose of the Illinois Works Reporting System (IWRS).
- Explain the relationship between IWRS and the Pre-apprentice LifeCycle.



Illinois Works Reporting System (IWRS)





IWRS



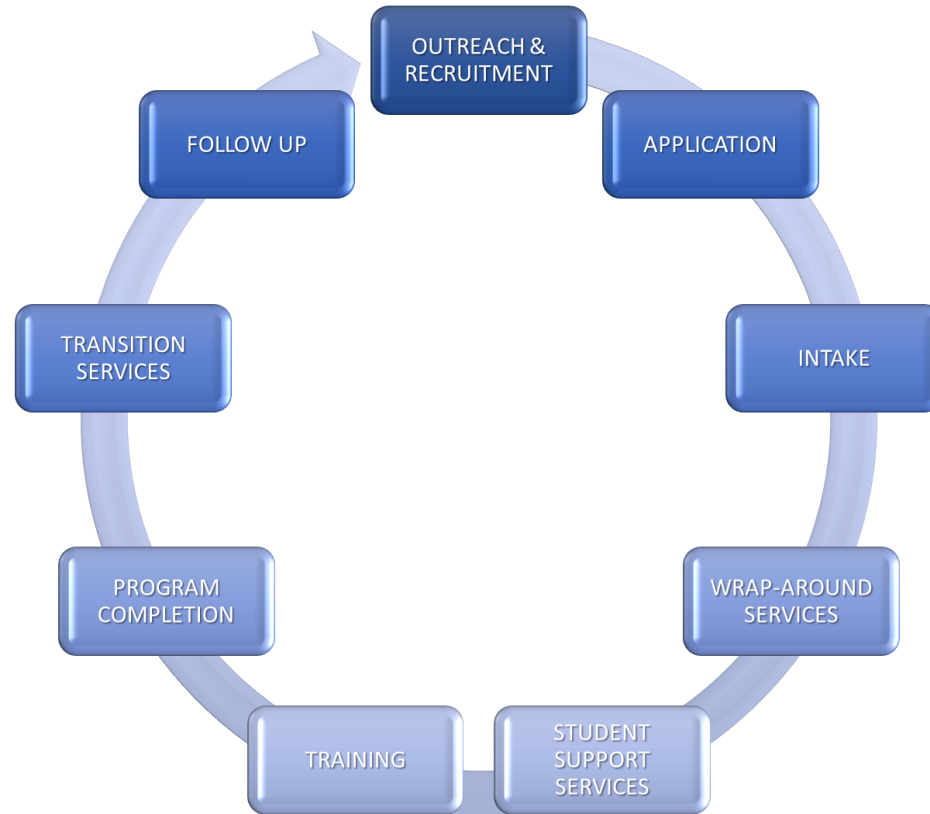


IWRS



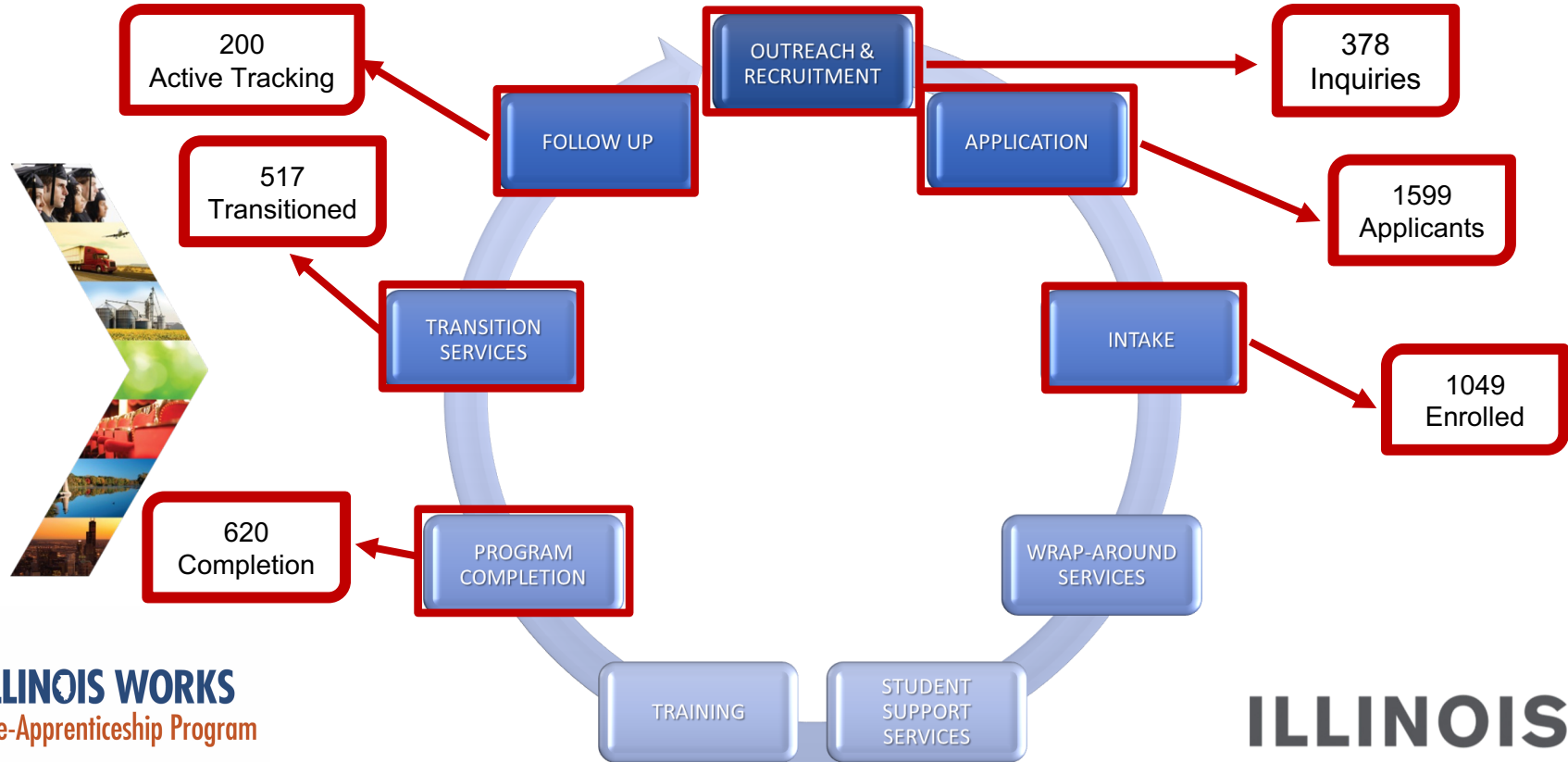


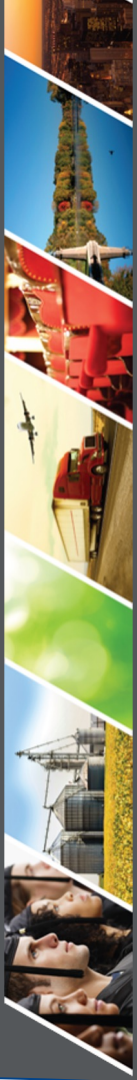
Pre-Apprentice LifeCycle and IWRS





Program Elements and IWRS





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Section 4: Sign into IWRS

By the end of this section, you will be able to:

- Identify IWRS roles.
- Sign into IL workNet.
- Access the Illinois Work reporting system.





Roles



- **Service Provider:**
Access to grantee participant information and dashboards.
- **Service Provider Program Administrators:**
Access to designated participants, grantee information and specific reports.
- **Super Administrators (ILW Staff Role):**
Access to all Illinois Works Reporting System program tools.



IWRS Access



MENU Login **Sign Up** ILLINOIS workNet CENTER americanJobcenter Search Español Partners Share

STATE OF ILLINOIS
WORKFORCE PORTAL

Employer

Explore resources, connect to job seekers, & register to receive personalized services to help your business recover, expand, & grow.

[Explore Resources](#)

[Set Up Virtual Job Fair](#)

Job Seeker

Explore virtual job fairs, resources, available services, & register to receive alerts to the latest info on finding a job.

[Explore Resources](#)

[Layoff Assistance](#)

Virtual Job Fair

Explore virtual job fair resources and opportunities or get access to assistance to easily set up your own virtual job fair.

[Set Up Virtual Job Fair](#)

[Search Virtual Job Fairs](#)

Training & Services

Find training programs as well as local work support services to develop skills for high demand roles.

[Find Training](#)

[Find Local Services](#)

Illinois workNet Registration

Click here to learn about Illinois workNet account benefits.
Fields with an asterisk (*) are required for registration. Enter your information below to begin using your Illinois workNet account.

First Name*

Last Name*

Date Of Birth*

Email Address*

Confirm Email Address*

Main Number Ext

Alternate Number Ext

ZIP Code*

Secret Question*

Secret Answer*

User Name*

Password*

Confirm Password*

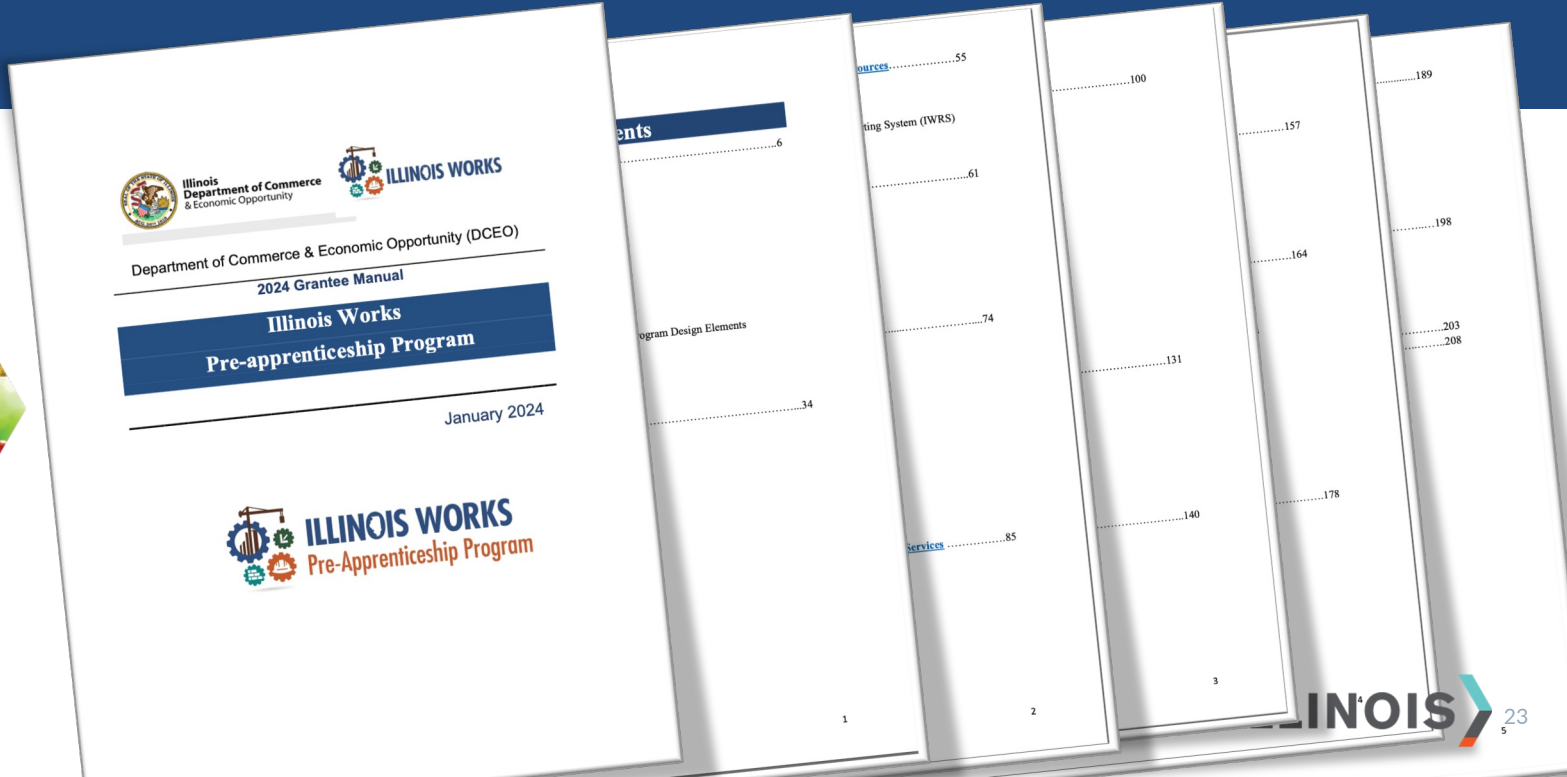
You are required to read and indicate that you agree to the updated Terms and Conditions of this site. Click the following link to read the terms and conditions. Then indicate that you agree with the terms by checking the box below. [View Terms and Conditions](#)

Accept Agreement*





2024 Grantee Manual





IWRS Access



MENU
 Login
Sign Up

americanjobcenter

Search
 Español
 Partners
 Share

STATE OF ILLINOIS WORKFORCE PORTAL

Employer
Explore resources, connect to job seekers, & register to receive personalized services to help your business recover, expand, & grow.
[Explore Resources >](#)
[Set Up Virtual Job Fair >](#)

Job Seeker
Explore virtual job fairs, resources, available services, & register to receive alerts to the latest info on finding a job.
[Explore Resources >](#)
[Layoff Assistance >](#)

Virtual Job Fair
Explore virtual job fair resources and opportunities or get access to assistance to easily set up your own virtual job fair.
[Set Up Virtual Job Fair >](#)
[Search Virtual Job Fairs >](#)

Training & Services
Find training programs as well as local work support services to develop skills for high demand roles.
[Find Training >](#)
[Find Local Services >](#)

Illinois workNet Registration

Click here to learn about Illinois workNet account benefits.
Fields with an asterisk (*) are required for registration. Enter your information below to begin using your Illinois workNet account.

First Name*

Last Name*

Date Of Birth*

Email Address*

Confirm Email Address*

Main Number Ext

Alternate Number Ext

ZIP Code*

Secret Question*

Secret Answer*

User Name*

Password*

Confirm Password*

You are required to read and indicate that you agree to the updated Terms and Conditions of this site. Click the following link to read the terms and conditions. Then indicate that you agree with the terms by checking the box below. [View Terms and Conditions](#)

Accept Agreement*





IWRS Access

State Partner Resources

 <p>ILLINOIS Pathways Science, Technology, Engineering & Math</p>	 <p>ILLINOIS WORKS Pre-Apprenticeship Program</p>	 <p>JOB TRAINING & Economic Development</p>	 <p>youth career pathways PY 2018</p>
Illinois Pathways	Illinois Works	JTED	Youth Career Pathways

 <p>ILLINOIS WORKFORCE INNOVATION BOARD</p>	 <p>WIOA WORKS ILLINOIS</p>	 <p>WIOA WORKS ePOLICY</p>	 <p>TANF/SNAP/Medical (Apply for Benefits)</p>
IWIB	WIOA Works for Illinois	WIOA ePolicy Manual	IDHS - Application For Services
 <p>ILLINOIS workNet CENTER americanjobcenter</p>	 <p>ICCB ILLINOIS COMMUNITY COLLEGE BOARD</p>	 <p>IDES ILLINOIS DEPARTMENT OF EMPLOYMENT SECURITY</p>	 <p>Rehabilitation Services</p>
Illinois workNet Center	ICCB	IDES	Rehabilitation Services



[View More](#)





IWRS Access



  DASHBOARDS - GROUPS HI, GIASUGGS@GMAIL.COM -

ILLINOIS WORKS REPORTING SYSTEM

[Participant Recruitment & Engagement](#) [Partner Engagement & Management](#) [Work Plan & Report](#)

Name

Intermediary/Provider


Customer Status


[Search](#) [Export](#) [Student Support Needs Report](#) [Add Participant](#)


Show entries


Customer Status	Last Name	First Name	Provider	Assessment Date
Inquiry	Abdelfattah	Mohamed	Rebuilding Exchange	

ALL RESOURCES


Access the Illinois Works Reporting System


Video Tutorials & Training Materials


Full List of Resources


Partner Tool Updates





IWRS Access



















MENU

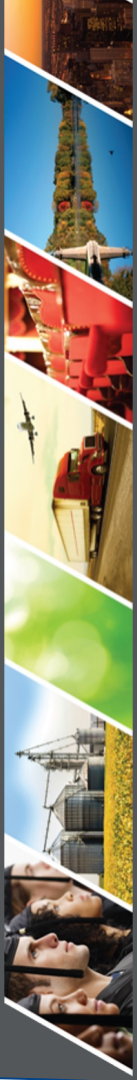
ILLINOIS workNet CENTER
americanjobcenter

Search Español Partners

My Dashboard Messages (0) Bookmarks Resumes Skills & Interests

Personal Tools			Partner Tools		
 Dashboard	 Profile	 Password	 Customer Support Center/IWIS	 Service Finder Administration	 Incumbent Worker Tracking System (IWTS)
 Messages	 Bookmarks	 Assessments	 More Tools		
 Interests	 Employment 101	 Resumes			
 Disability Estimator	 Career Plan Tools	 Attendance			



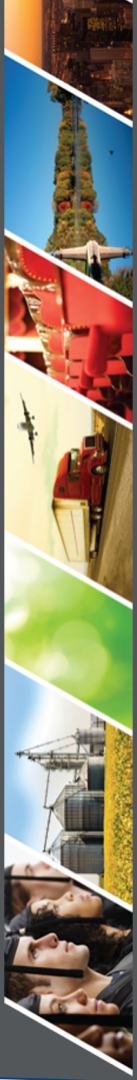


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IWRS Access - Practice





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Section 5: IWRS Main Page





By the end of this section, you will be able to:

- Navigate the IWRS main page.



Navigation Bar



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ILLINOIS WORKS REPORTING SYSTEM

- Participant Recruitment & Engagement**
- Partner Engagement & Management
- Work Plan & Report

Name

Intermediary/Provider

Customer Status

- Search
- Export
- Student Support Needs Report
- Add Participant

Show entries



Customer Status	Last Name	First Name	Provider	Assessment Date
Inquiry	Abdelfattah	Mohamed	Rebuilding Exchange	





Partner Engagement and Management



  DASHBOARDS - GROUPS HI, GIASUGGS@GMAIL.COM

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

Partner Engagement Contact Notes

Name *

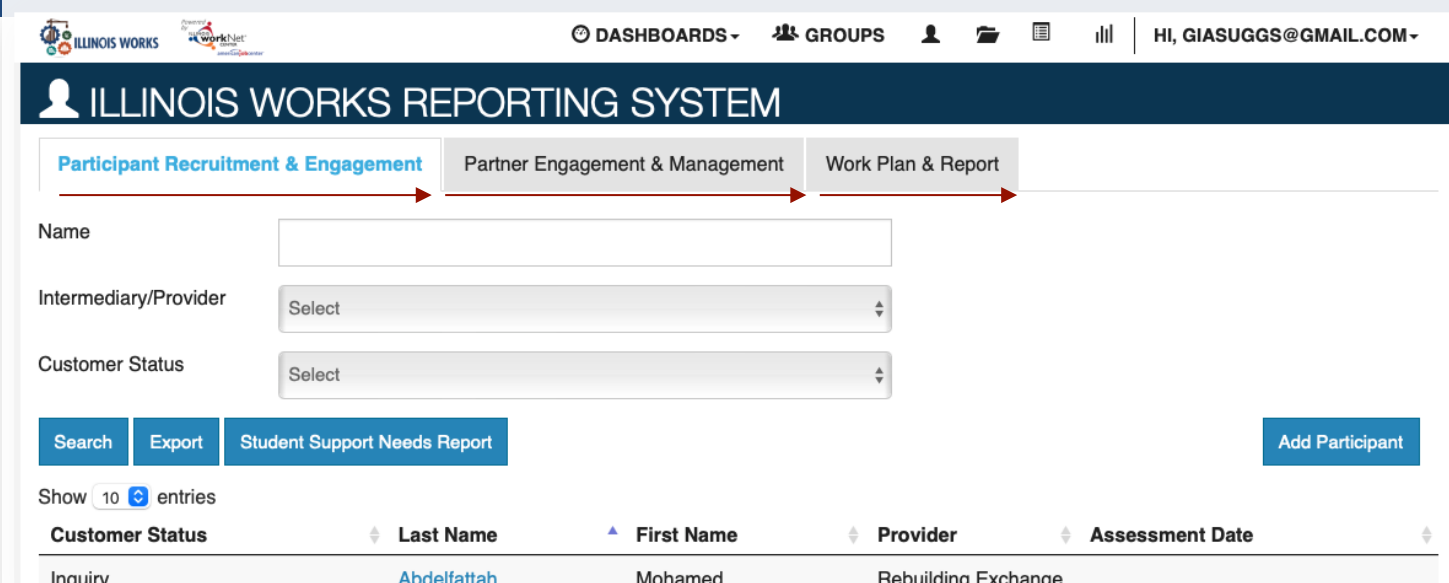
Intermediary/Provider

Show entries






Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
5th Ward - Leslie	Tools Up	Government	5-9	No	2325 E



Main Page Overview



The screenshot shows the 'ILLINOIS WORKS REPORTING SYSTEM' dashboard. At the top, there are navigation links for 'DASHBOARDS', 'GROUPS', and a user profile icon. The user is logged in as 'HI, GIASUGGS@GMAIL.COM'. Below the navigation is a dark blue header with the system name and a user icon. Three tabs are visible: 'Participant Recruitment & Engagement' (active), 'Partner Engagement & Management', and 'Work Plan & Report'. A red arrow points from the first tab to the second, and another from the second to the third. The main content area contains a form with fields for 'Name', 'Intermediary/Provider', and 'Customer Status', each with a dropdown menu. Below the form are buttons for 'Search', 'Export', 'Student Support Needs Report', and 'Add Participant'. At the bottom, there is a table with columns for 'Customer Status', 'Last Name', 'First Name', 'Provider', and 'Assessment Date'. The first row of data shows 'Inquiry', 'Abdelfattah', 'Mohamed', 'Rebuilding Exchange', and an empty assessment date field.

ILLINOIS WORKS  **DASHBOARDS** **GROUPS**     HI, GIASUGGS@GMAIL.COM

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement Partner Engagement & Management Work Plan & Report

Name

Intermediary/Provider

Customer Status

[Search](#) [Export](#) [Student Support Needs Report](#) [Add Participant](#)

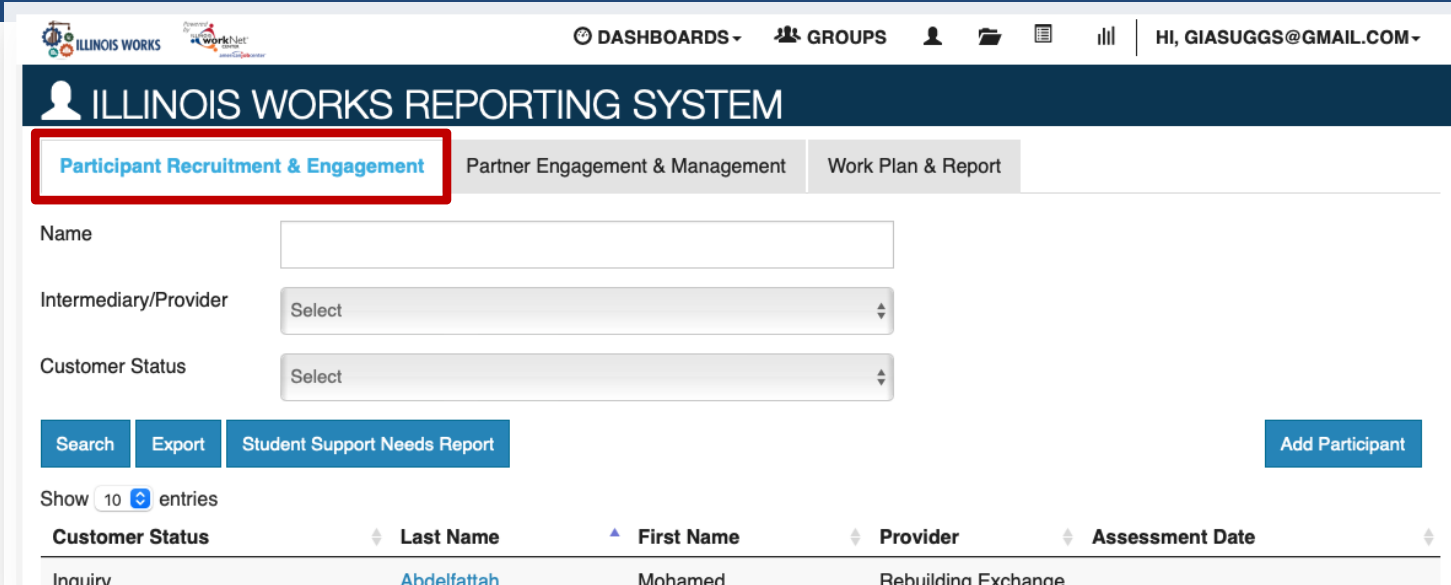
Show entries

Customer Status	Last Name	First Name	Provider	Assessment Date
Inquiry	Abdelfattah	Mohamed	Rebuilding Exchange	





IWRS – Participant Recruitment & Engagement



ILLINOIS WORKS Account by worklet powered by **worklet**

DASHBOARDS - GROUPS HI, GIASUGGS@GMAIL.COM -

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement Partner Engagement & Management Work Plan & Report

Name

Intermediary/Provider

Customer Status

[Search](#) [Export](#) [Student Support Needs Report](#) [Add Participant](#)

Show 10 entries







Customer Status	Last Name	First Name	Provider	Assessment Date
Inquiry	Abdelfattah	Mohamed	Rebuilding Exchange	





IWRS - Main Page Overview



  DASHBOARDS - GROUPS     | HI, GIASUGGS@GMAIL.COM -

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

Partner Engagement Contact Notes

Name *

Intermediary/Provider

Show entries

Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
5th Ward - Leslie	Tools Up	Government	5-9	No	2325 E





Subtab - Partner



ILLINOIS WORKS **DASHBOARD**

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

Partner Engagement Contact Notes

Name *

Intermediary/Provider

Show entries

Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
Christine Flynn Test	Chicago Test Provider 1	Government Agency	50-99	No	123 Wisdom Road Springfield, IL 62805
Test	Chicago Test Provider 1	Business Association	5-9	No	123 Main st Springfield,

Show entries

Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
5th Ward - Leslie	Tools Up	Government	5-9	No	2325 E

ILLINOIS WORKS **DASHBOARDS** **GROUPS** **HI, CFLYNNILW**

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

Partner Engagement Contact Notes

Name *

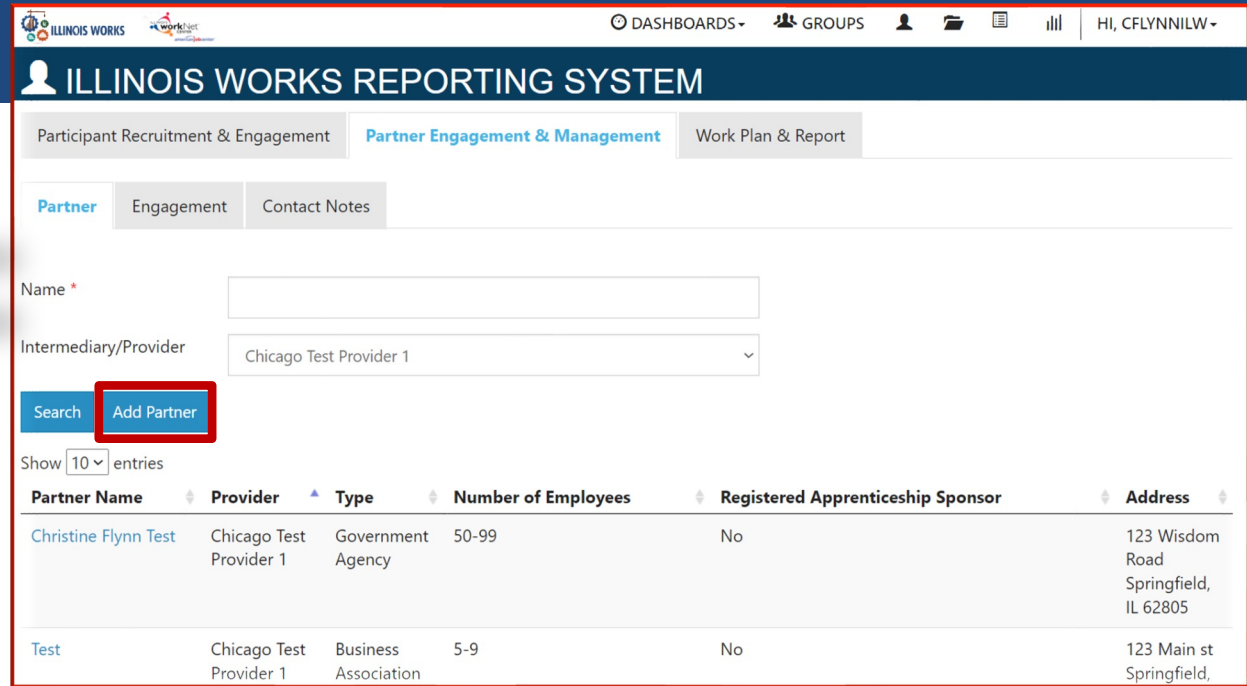
Intermediary/Provider

Show entries

Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
Christine Flynn Test	Chicago Test Provider 1	Government Agency	50-99	No	123 Wisdom Road Springfield, IL 62805
Test	Chicago Test Provider 1	Business Association	5-9	No	123 Main st Springfield,



Add a Partner

DASHBOARDS - GROUPS HI, CFLYNNILW -

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

Partner Engagement Contact Notes

Name *

Intermediary/Provider

Search **Add Partner**

Show 10 entries

Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
Christine Flynn Test	Chicago Test Provider 1	Government Agency	50-99	No	123 Wisdom Road Springfield, IL 62805
Test	Chicago Test Provider 1	Business Association	5-9	No	123 Main st Springfield,





Subtab - Engagement



ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

Partner **Engagement** Contact Notes

Name *

Intermediary/Provider

Show entries

Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
5th Ward - Leslie	Tools Up	Government	5-9	No	2325 E

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

Partner **Engagement** Contact Notes

Name

Intermediary/Provider



Show entries

Provider	Partner Name	Type	Date
Chicago Test Provider 1	Christine Flynn Test	Support Services	02/16/2022
Chicago Test Provider 1	Test	Transition Services	03/29/2022
Chicago Test Provider 1	Test	Jobsite Training	02/23/2022



Add an Engagement



  DASHBOARDS ▾ GROUPS 👤 📁 📄 📊 | HI, CFLYNNILW ▾

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement & Management** Work Plan & Report

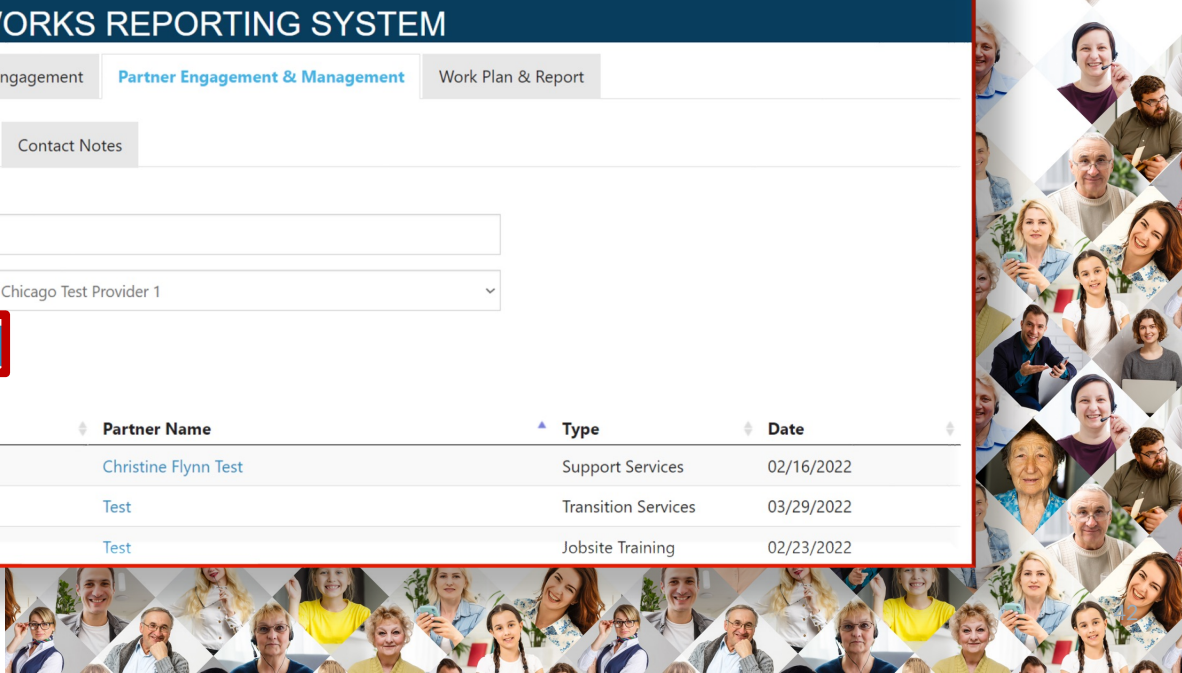
Partner **Engagement** Contact Notes

Name

Intermediary/Provider

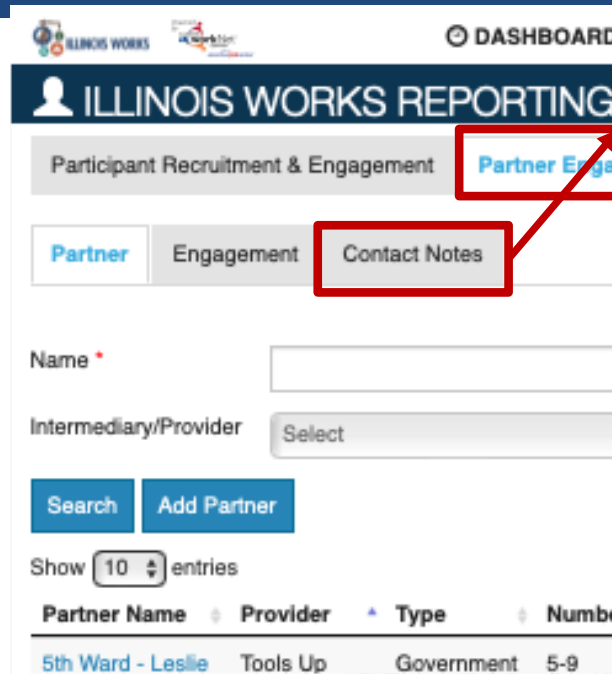
Show entries

Provider	Partner Name	Type	Date
Chicago Test Provider 1	Christine Flynn Test	Support Services	02/16/2022
Chicago Test Provider 1	Test	Transition Services	03/29/2022
Chicago Test Provider 1	Test	Jobsite Training	02/23/2022





Subtab – Contact Notes

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement **Partner Engagement** Work Plan & Report

Partner Engagement **Contact Notes**

Partner Engagement **Contact Notes**

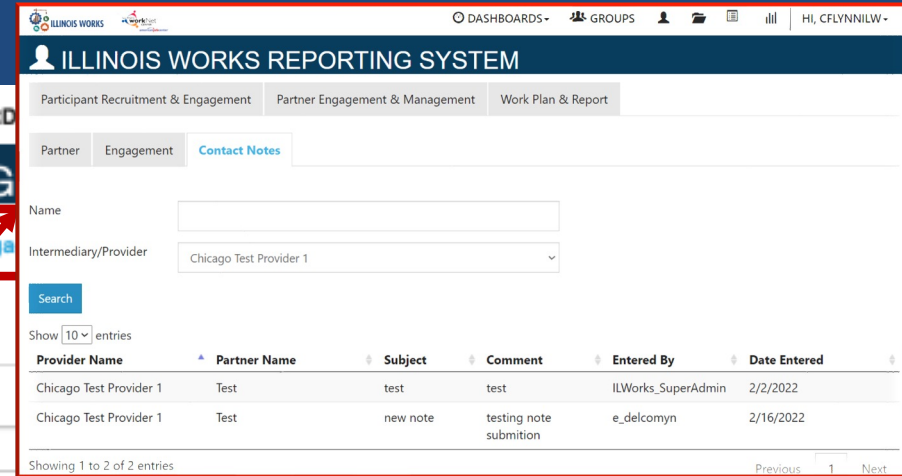
Name *

Intermediary/Provider Select

Search Add Partner

Show 10 entries

Partner Name	Provider	Type	Number of Employees	Registered Apprenticeship Sponsor	Address
5th Ward - Leslie	Tools Up	Government	5-9	No	2325 E



ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement Partner Engagement & Management Work Plan & Report

Partner Engagement **Contact Notes**

Name

Intermediary/Provider Chicago Test Provider 1

Search

Show 10 entries

Provider Name	Partner Name	Subject	Comment	Entered By	Date Entered
Chicago Test Provider 1	Test	test	test	ILWorks_SuperAdmin	2/2/2022
Chicago Test Provider 1	Test	new note	testing note submission	e_delcomyn	2/16/2022



Showing 1 to 2 of 2 entries Previous 1 Next





Main Page –Work Plan and Report



  DASHBOARDS - GROUPS HI, GIASUGGS@GMAIL.COM -

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement | Partner Engagement & Management | **Work Plan & Report**

Name *

Intermediary/Provider

Plan





Main Page –Work Plan and Report



ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement Partner Engagement & Management **Work Plan & Report**

Name

Intermediary/Provider

[Search](#)

Plan

Cohort 1 - FY22 (YBLC, Inc)
Cohort 2 - FY22 (YBLC, Inc)

[Add Plan](#)

Report

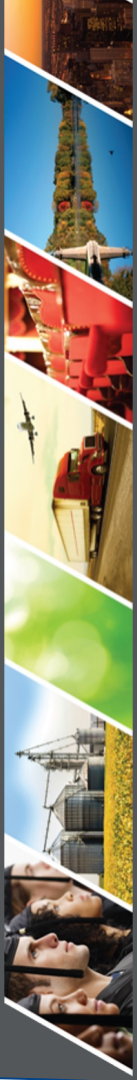
Cohort 1 - FY22 (YBLC, Inc)				
Planned	Goal # of Individuals	Actual # of Individuals	Start Date	End Date
Enrolled	10	0	2/7/2022	4/30/2022
Completed	9	0	5/2/2022	7/22/2022
Primary Outcome Transition	7	0	7/25/2022	10/14/2022
Secondary Outcome Transition	2	0	7/25/2022	10/14/2022
Cohort 2 - FY22 (YBLC, Inc)				
Planned	Goal # of Individuals	Actual # of Individuals	Start Date	End Date
Enrolled	15	2	5/2/2022	8/5/2022
Completed	13	1	8/8/2022	10/28/2022
Primary Outcome Transition	11	0	10/31/2022	12/31/2022
Secondary Outcome Transition	1	0	10/31/2022	12/31/2022

ILLINOIS WORKS REPORTING SYSTEM

GROUPS

Partner Engagement & Management **Work Plan & Report**



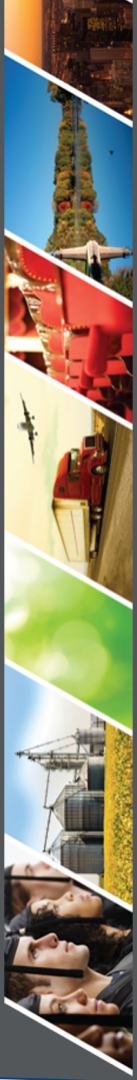


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Provider Info- Practice





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Section 6: Adding a Participant and Intake

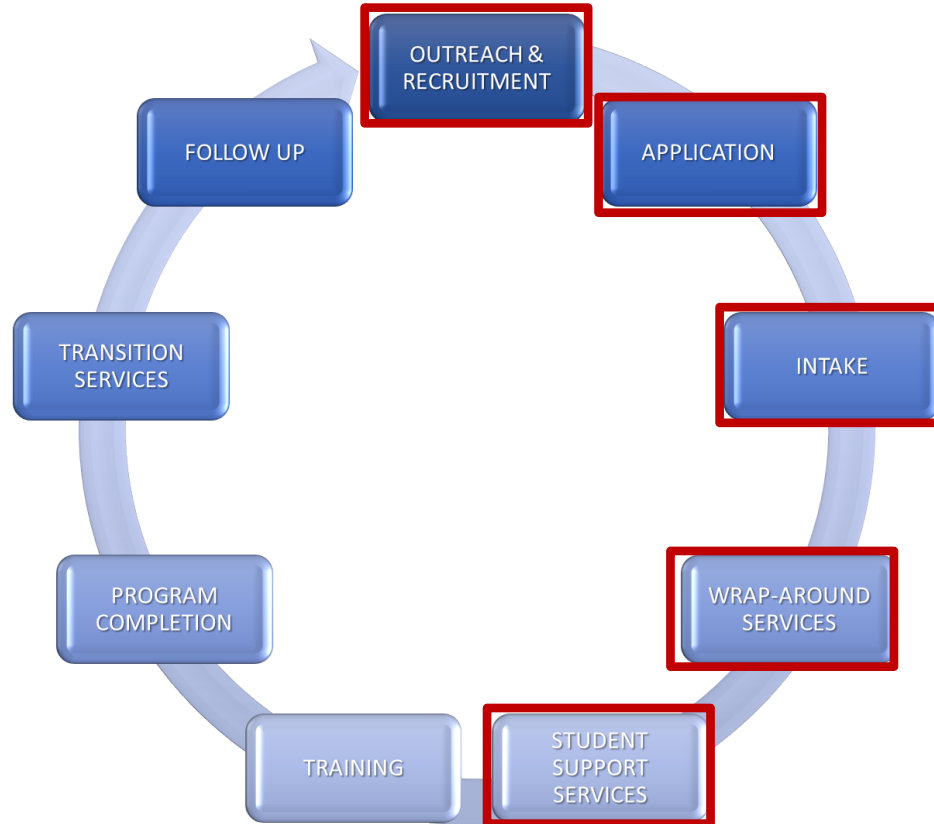


By the end of this section, you will be able to:

- Add/Update a participant.
- Complete a pre-screen assessment.
- Complete an application.
- Complete a career assessment during orientation.
- Complete a wrap-around services assessment.

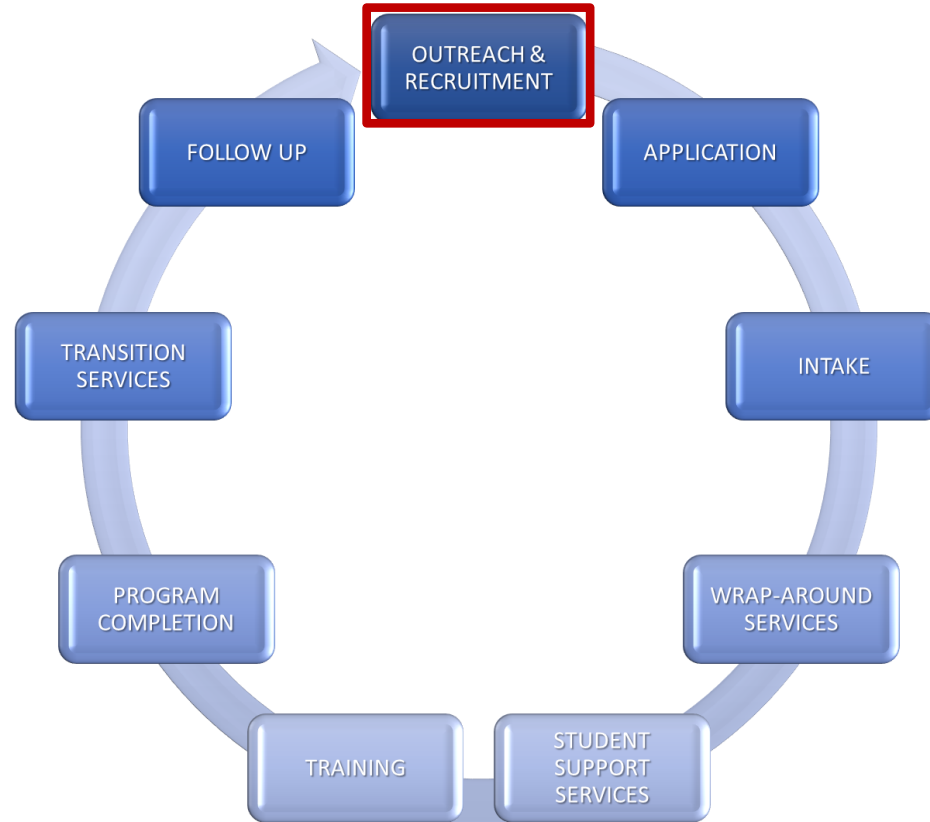


Pre-Apprentice LifeCycle







Pre-Apprentice LifeCycle





Adding a Participant Lead




  **ILLINOIS WORKS REPORT**

Participant Recruitment & Engagement Partner Eng

Name

Intermediary/Provider

Customer Status 

Show entries

Customer Status	Last Name	First Name	Provider	Assessment Date
Inquiry	Doe	Johnny	Chicago Test Provider 1	

ADD PARTICIPANT ✕

First Name *

Last Name *

Phone *

Email *

Type *

Provider *

Follow-Up Date





Pre-Screen Assessment

ADD PARTICIPANT PRE SCREENING

First Name *	<input type="text" value="Johnny"/>
Last Name *	<input type="text" value="Doe"/>
Phone *	<input type="text" value="123 456-7890"/>
Email *	<input type="text" value="johnny@test.com"/>
Provider *	<input type="text" value="Chicago Test Provider 1"/>
Type *	<input type="text" value="Hot Lead Inquiry"/>

Do you have an interest in making a career in the construction industry? *
Yes No

Do you have the availability to attend the program? *
Yes No

Do you have a High School diploma or GED/HISET? *
Yes No

Are you at least 18 years of age? *
Yes No

Are you an Illinois resident? *
Yes No

yes No

How did you hear about this program?

<input checked="" type="checkbox"/> Email	<input type="checkbox"/> Organization Website *
<input type="checkbox"/> Social Media	<input type="checkbox"/> Nonprofit/Faith-based organization referral
<input type="checkbox"/> Family or Friends	<input type="checkbox"/> Mailings
<input type="checkbox"/> American Job Center	<input type="checkbox"/> Newspaper or Magazine
	<input type="checkbox"/> Radio
	<input type="checkbox"/> TV
	<input type="checkbox"/> Other

Pre Screening Result *


Pre Screening Date *

Follow-Up Date

Sex *

* Select all that apply.

- American Indian or Alaskan Native
- Asian
- Black/African American
- Hawaiian or Pacific Islander
- Hispanic
- Prefer not to answer
- White

 [Submit & Add Case Notes](#)





Inquiry Vs. Applicant



apps.illinoisworknet.com says
Recruit Updated. Please fill out to add as applicant.

OK

ADD APPLICANT

First Name *

Last Name *

Date of Birth *
xx/xx/xxxx

Email *

Confirm Email *

Intermediary *

Zip Code *



[Search For Existing Applicants](#)





Application



  DASHBOARDS GROUPS HI, CFYNNILW

ILLINOIS WORKS REPORTING SYSTEM APPLICATION FOR TIGER WOODS

Demographic & Contact Information Education Other Considerations Work History

First Name *

Last Name *

Email *

Confirm Email *

Street Address 1 *

Street Address 2

City *

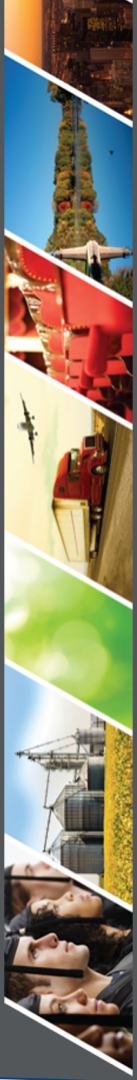
State *

ZIP Code *

Primary Phone *

Primary Phone Type *

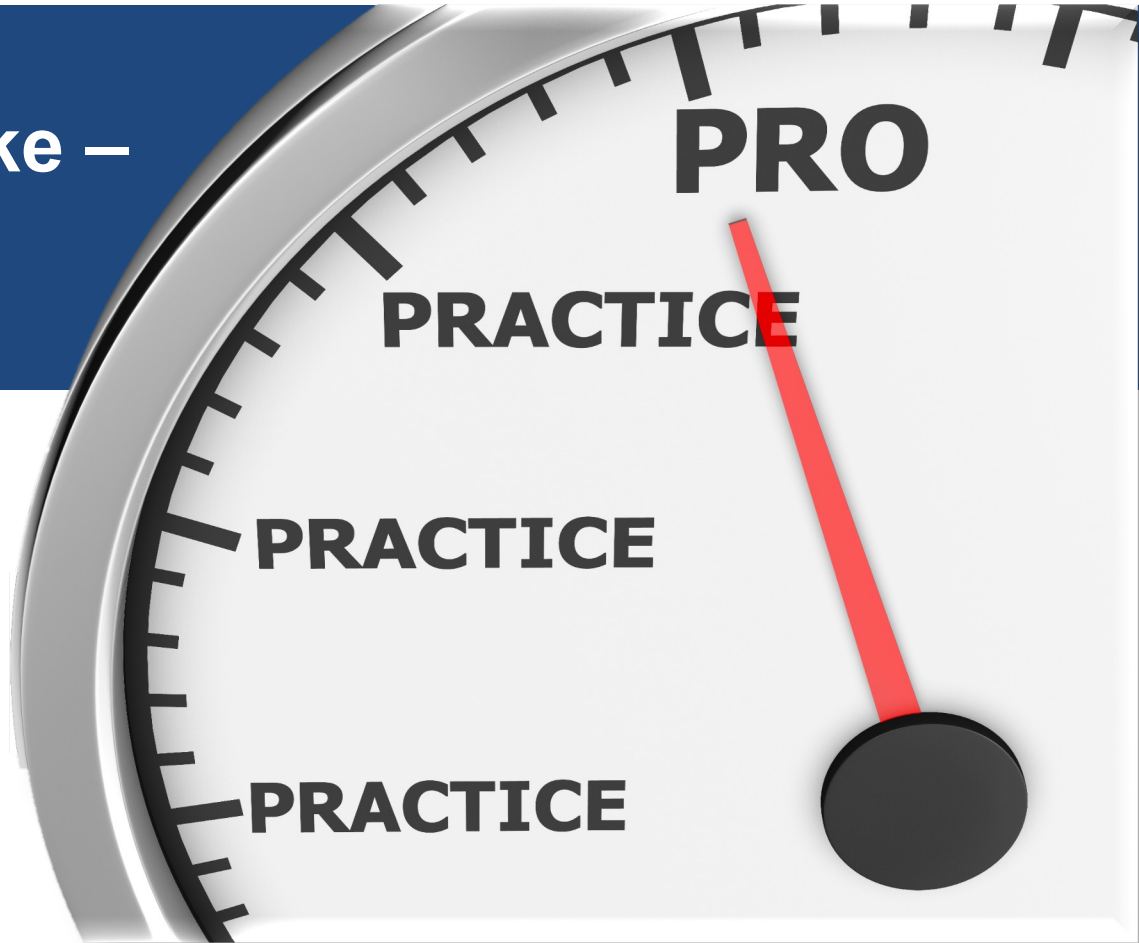


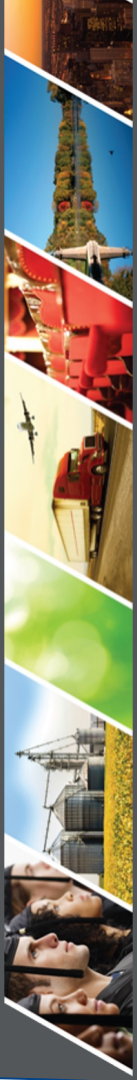


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Participant and Intake – Practice





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Participant Profile





DASHBOARDS -
GROUPS
HL CFYNNILW

ILLINOIS WORKS REPORTING SYSTEM OVERVIEW

Overview
Intake
Training/Services
Program Completion/Follow-Up

OVERVIEW CASE NOTES(0) ▲

Profile: Tiger Woods	Refresh Status Last updated: 02/03/2023 06:14
Email: testing@tw.com	View/Edit Follow-Up Date: N/A Good
DOB: 1/1/2000	View/Edit Enrollment Status: Enrolled Good
Last 4 SSN	View/Edit Attendance Flag: Edit in Student Support Services Needs Report Red Flag
See All	View/Edit Post-Assessments Flag: Attention
Participant Summary Tools	View/Edit Training Status: Module 1 - Illinois Works Pre-apprenticeship Program Orientation - Successful Completion Start: 06/14/2022 End: 06/15/2022 Good
Assessments	Module 2 - Basic Safety - Successful Completion Start: 06/16/2022 End: 06/22/2022 Good
Attendance	Module 3 - Introduction to Construction Math - Successful Completion Start: 06/23/2022 End: 06/24/2022 Good
Case Notes	Module 4 - Introduction to Hand Tools - Successful Completion Start: 06/27/2022 End: 06/30/2022 Good
Credentials	Module 5 - Introduction to Power Tools - Successful Completion Start: 07/05/2022 End: 07/08/2022 Good
Training/Services	Job Practicum - Successful Completion Start: 07/25/2022 End: 08/05/2022 Good
Uploads	
Worksites	
Instructions/Resources	
Intake Instructions	
Case File Organizer Sheets	





High School Graduation Confirmation



ILLINOIS WORKS REPORTING SYSTEM INTAKE/REFERRAL

Overview **Intake** Training/Services Program Completion/Follow-Up Transcript/Progress Report

INTAKE/REFERRAL CASE NOTES(12)

Profile: Sam Testerson

Email: samtesterson@illinois.gov

DOB: 1/1/2024

Last 4 SSN:

[See All](#)

Participant Summary Tools

- Assessments
- Attendance
- Case Notes
- Credentials
- Training/Services
- Uploads
- Worksites

1. Complete Application
Prescreening Information

[Complete Application With Customer](#)

Upload proof of high school graduation
Diploma/GED/HSE:
HIGH SCHOOL DIPLOMA.pdf ✖

2. Complete interview using the interview sheet

Select Interview Status ▼

[Add/Edit Interview Information](#)


Upload Interview Sheet
Interview Sheets:
INTERVIEW SHEETS.pdf ✖

3. Enter enrollment status

[Add Enrollment Status](#)



Standardized Interview

 **ILLINOIS WORKS REPORTING SYSTEM INTAKE/REFERRAL**

DASHBOARDS - GROUPS HI, CFLYNNILW -

Overview **Intake** Training/Services Program Completion/Follow-Up

INTAKE/REFERRAL CASE NOTES(27)

Profile: Tiger Woods

Email: testing@tw.com

DOB: 1/1/2000

Last 4 SSN: [Redacted]

See All

Participant Summary Tools

- Assessments
- Attendance
- Case Notes
- Credentials
- Training/Services
- Uploads
- Worksites

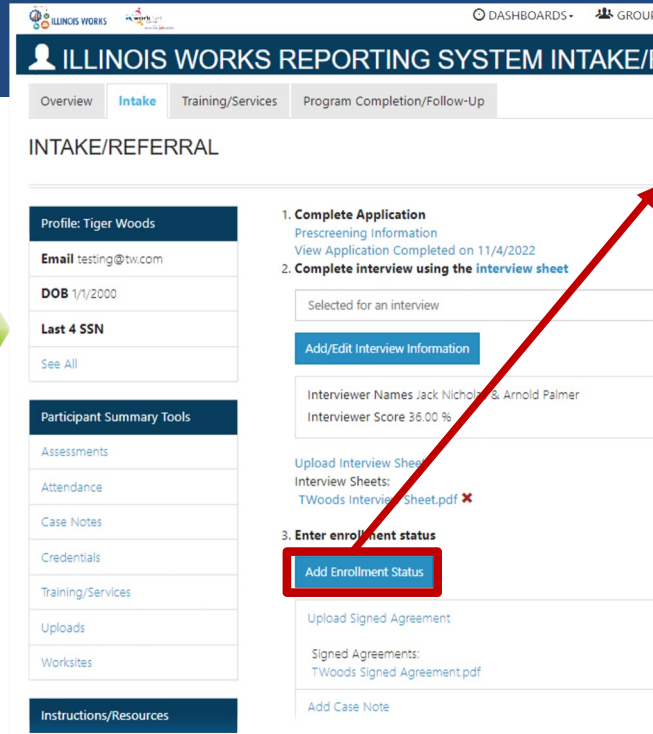
Instructions/Resources

- 1. Complete Application**
Prescreening Information
View Application Completed on 11/4/2022
- 2. Complete interview using the interview sheet**
Selected for an interview
[Add/Edit Interview Information](#)
Interviewer Names :Jack Nicholas & Arnold Palmer
Interviewer Score 36.00 %
Upload Interview Sheet
Interview Sheets:
TWoods Interview Sheet.pdf ✖
- 3. Enter enrollment status**
[Add Enrollment Status](#)
Upload Signed Agreement
Signed Agreements:
TWoods Signed Agreement.pdf
[Add Case Note](#)





Enrollment



ILLINOIS WORKS REPORTING SYSTEM INTAKE/REFERRAL

Overview Intake Training/Services Program Completion/Follow-Up

INTAKE/REFERRAL

Profile: Tiger Woods

Email testing@tw.com

DOB 1/1/2000

Last 4 SSN

See All

Participant Summary Tools

Assessments

Attendance

Case Notes

Credentials

Training/Services

Uploads

Worksites

Instructions/Resources

1. Complete Application
Prescreening Information
View Application Completed on 11/4/2022

2. Complete interview using the [interview sheet](#)

Selected for an interview

[Add/Edit Interview Information](#)

Interviewer Names Jack Nichols & Arnold Palmer
Interviewer Score 36.00 %

Upload Interview Sheet
Interview Sheets:
TWoods Interview_Sheet.pdf ✕

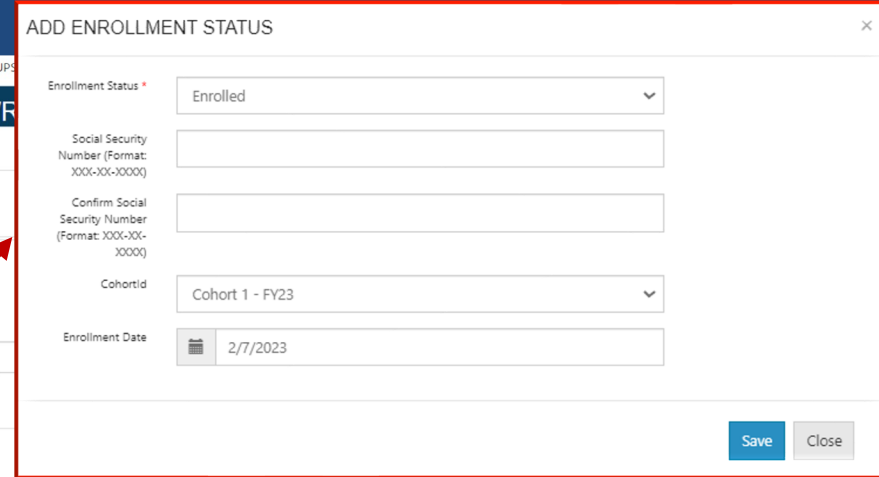
3. Enter enrollment status

[Add Enrollment Status](#)

Upload Signed Agreement

Signed Agreements:
TWoods Signed Agreement.pdf

Add Case Note



ADD ENROLLMENT STATUS

Enrollment Status * Enrolled

Social Security Number (Format: XXX-XX-XXXX)

Confirm Social Security Number (Format: XXX-XX-XXXX)

CohortId Cohort 1 - FY23

Enrollment Date 2/7/2023

Save Close





Signed Agreement

DASHBOARDS - GROUPS HI, CFLYNNILW -

ILLINOIS WORKS REPORTING SYSTEM INTAKE/REFERRAL

Overview **Intake** Training/Services Program Completion/Follow-Up

INTAKE/REFERRAL CASE NOTES(27)

Profile: Tiger Woods

Email testing@tw.com

DOB 1/1/2000

Last 4 SSN

See All

Participant Summary Tools

- Assessments
- Attendance
- Case Notes
- Credentials
- Training/Services
- Uploads
- Worksites

Instructions/Resources

- 1. Complete Application**
Prescreening Information
View Application Completed on 11/4/2022
- 2. Complete interview using the interview sheet**
Selected for an interview
[Add/Edit Interview Information](#)
Interviewer Names Jack Nicholas & Arnold Palmer
Interviewer Score 36.00 %
Upload Interview Sheet
Interview Sheets:
TWoods Interview Sheet.pdf ✖
- 3. Enter enrollment status**
[Add Enrollment Status](#)
Upload Signed Agreement
Signed Agreements:
TWoods Signed Agreement.pdf
[Add Case Note](#)





Wrap Around Service Assessment

ILLINOIS WORKS
DASHBOARDS

ILLINOIS WORKS REPORTING SYSTEM IN

Overview
Intake
Training/Services
Program Completion/Follow-Up

INTAKE/REFERRAL

Profile: Tiger Woods

Email: testing@tw.com

DOB: 1/1/2000

Last 4 SSN: [REDACTED]

See All

Participant Summary Tools

- Assessments
- Attendance
- Case Notes
- Credentials
- Training/Services
- Uploads
- Worksites

Instructions/Resources

- 1. Complete Application**
Prescreening Information
View Application Completed on 11/14/2022
- 2. Complete interview using the interview sheet**
Selected for an interview

Add/Edit Interview Information
- 3. Enter enrollment status**

Add Enrollment Status

Interviewer Names: Jack Nicholas & Arnold Palm
Interviewer Score: 36.00 %

Upload Interview Sheet
Interview Sheets:
TWoods Interview Sheet.pdf ✖

Upload Signed Agreement
Signed Agreements:
TWoods Signed Agreement.pdf

Add Case Note

Date	Enrollment Status	Reason	Remove
4. Complete screening for wrap around support services <div style="border: 2px solid red; padding: 5px; display: inline-block; margin-top: 5px;">Wrap Around Support Services Screening</div>			
5. Career Assessment <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px; display: inline-block;">Add Career Assessment</div>			
Show <input type="text" value="10"/> entries			
Assessment		Recommended Action	
No data available in table			
Previous		Next	





Career Assessment

ILLINOIS WORKS
DASHBOARDS

ILLINOIS WORKS REPORTING SYSTEM IN

Overview
Intake
Training/Services
Program Completion/Follow-Up

INTAKE/REFERRAL

Profile: Tiger Woods

Email: testing@tw.com

DOB: 1/1/2000

Last 4 SSN: [REDACTED]

See All

- 1. Complete Application**
Prescreening Information
View Application Completed on 1/14/2022
- 2. Complete interview using the interview sheet**
Selected for an interview

Add/Edit Interview Information
- 3. Enter enrollment status**

Add Enrollment Status

Intervener Names: Jack Nicholas & Arnold Palm
Intervener Score: 36.00 %

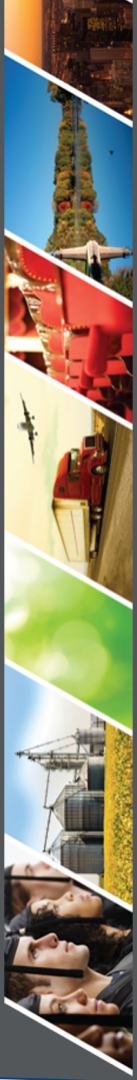
Upload Interview Sheet
Interview Sheets:
TWoods Interview Sheet.pdf ✖

Upload Signed Agreement
Signed Agreements:
TWoods Signed Agreement.pdf

Add Case Note

Date	Enrollment Status	Reason	Remove
4. Complete screening for wrap around support services <div style="border: 2px solid red; padding: 5px; display: inline-block; margin-top: 5px;">Wrap Around Support Services Screening</div>			
5. Career Assessment <div style="border: 2px solid red; padding: 5px; display: inline-block; margin-top: 5px;">Add Career Assessment</div>			
Show <input type="text" value="10"/> entries			
<div style="border: 2px solid red; padding: 5px; display: inline-block;">Assessment</div>			
Recommended Action			
No data available in table			
			Previous
			Next



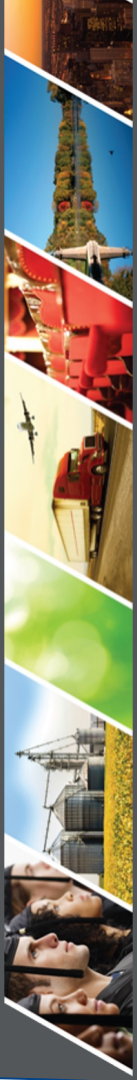


CEO.ILWorks@Illinois.Gov



Practice





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Section 7: workNet Ticketing System

By the end of this section, you will be able to:

- Report IWRS glitches using the new workNet ticketing system.





Help Desk: Help Request



ILLINOIS WORKS DASHBOARDS - GROUPS

ILLINOIS WORKS REPORTING SYSTEM

Participant Recruitment & Engagement | Partner Engagement & Management | Work Plan & Report

Name:

Intermediary/Provider:

Customer Status:

Search | Export | Student Support Needs Report Add Participant

Show entries

Customer Status	Last Name	First Name	Provider	Assessment Date
Inquiry	April	March	Chicago Test Provider 1	
Applicant	Cement	Allison	Chicago Test Provider 1	Not Submitted
Inquiry	Doe	Johnny	Chicago Test Provider 1	
Inquiry	Doe	Jane	Chicago Test Provider 1	
Inquiry	Doe	Jane	Chicago Test Provider 1	
Inquiry	Doe	John	Chicago Test Provider 1	
Inquiry	DoeDoe	John	Chicago Test Provider 1	
Withdrew	DoeDoe	John	Chicago Test	6/5/2023

HI, DMARTINEZ01 -

MY PARTNER DASHBOARD

HELP REQUEST

ILLINOIS WORKNET

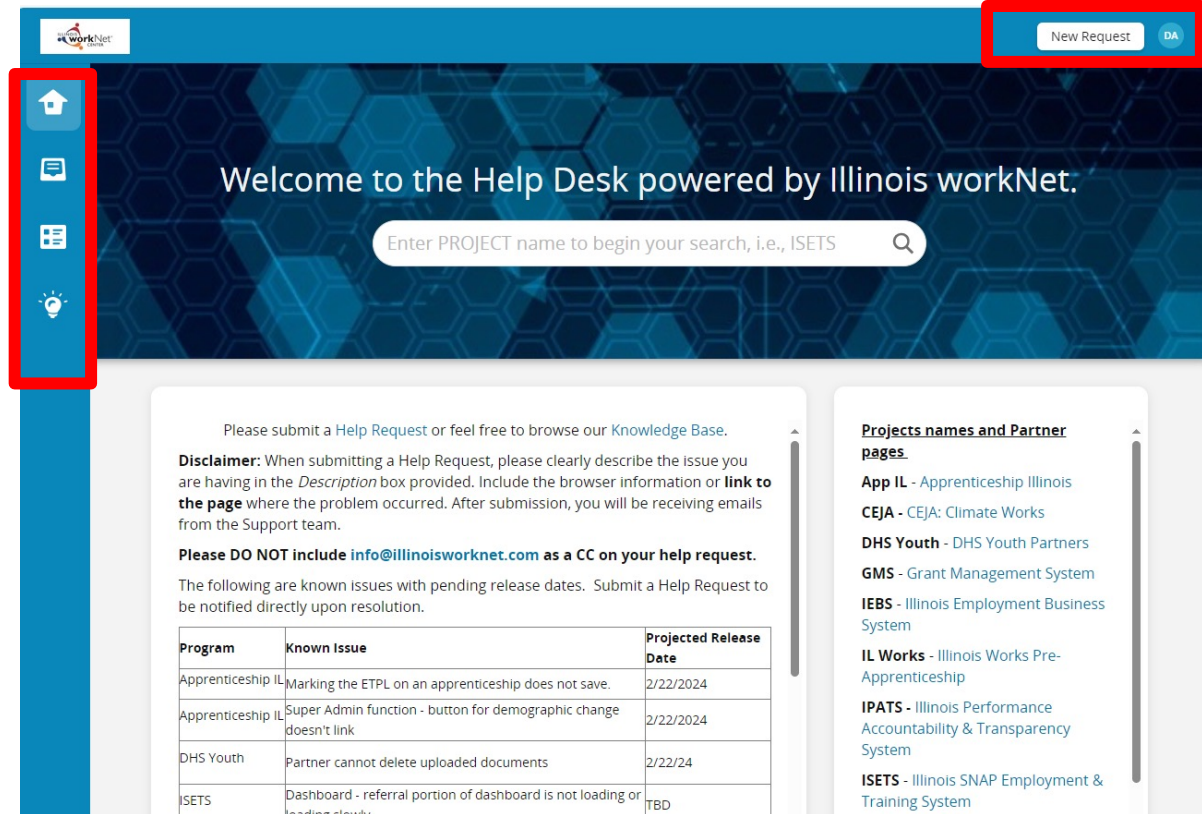
IWN MESSAGES

LOG OFF

HELP REQUEST



Help Desk powered by Illinois workNet

workNet

New Request DA

Welcome to the Help Desk powered by Illinois workNet.

Enter PROJECT name to begin your search, i.e., ISETS

Please submit a [Help Request](#) or feel free to browse our [Knowledge Base](#).

Disclaimer: When submitting a Help Request, please clearly describe the issue you are having in the *Description* box provided. Include the browser information or **link to the page** where the problem occurred. After submission, you will be receiving emails from the Support team.

Please DO NOT include info@illinoisworknet.com as a CC on your help request.

The following are known issues with pending release dates. Submit a Help Request to be notified directly upon resolution.

Program	Known Issue	Projected Release Date
Apprenticeship IL	Marking the ETPL on an apprenticeship does not save.	2/22/2024
Apprenticeship IL	Super Admin function - button for demographic change doesn't link	2/22/2024
DHS Youth	Partner cannot delete uploaded documents	2/22/24
ISETS	Dashboard - referral portion of dashboard is not loading or loading slowly	TBD

Projects names and Partner pages.

- App IL - Apprenticeship Illinois
- CEJA - CEJA: Climate Works
- DHS Youth - DHS Youth Partners
- GMS - Grant Management System
- IEBS - Illinois Employment Business System
- IL Works - Illinois Works Pre-Apprenticeship
- IPATS - Illinois Performance Accountability & Transparency System
- ISETS - Illinois SNAP Employment & Training System



Help Desk: Existing Requests



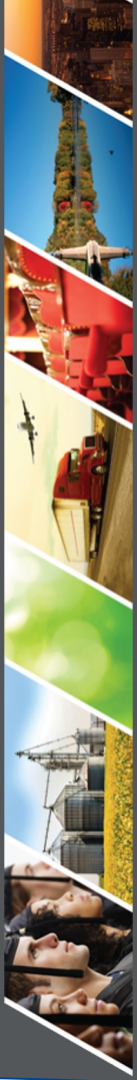
workNet							
2005	Resolved	Verification radio buttons do not match export report	Illinois Works Pre-Apprenticeship	Program Completion/Follow-Up	DG David Garvey	DA dan.j.martinez@illinois...	
2004	Resolved	Completion Verification not displaying on Export	Illinois Works Pre-Apprenticeship	Program Completion/Follow-Up	DG David Garvey	DA dan.j.martinez@illinois...	
1979	Resolved	Add Active Tracking unavailable unless transition document is uploaded	Illinois Works Pre-Apprenticeship	Program Completion/Follow-Up	DG David Garvey	DA dan.j.martinez@illinois...	
1978	Resolved	Delete first interview entry	Illinois Works Pre-Apprenticeship	Data Correction	DG David Garvey	LI	
1974	Resolved	Verification displaying on report without being triggered	Illinois Works Pre-Apprenticeship	Program Completion/Follow-Up	DG David Garvey	DA dan.j.martinez@illinois...	
1970	Resolved	Wrap-Around Service Assessment changes	Illinois Works Pre-Apprenticeship	Intake (Application/Interview Sheets or Scores, Wrap-around assessment, Career Assessment)	DG David Garvey	DA dan.j.martinez@illinois...	
1945	Resolved		Illinois Works Pre-Apprenticeship	Program Completion/Follow-Up	DG David Garvey	DI	
1916	Awaiting Programmer Input	Allow multiple Wrap-around service assessment submissions	Illinois Works Pre-Apprenticeship	Intake (Application/Interview Sheets or Scores, Wrap-around assessment, Career Assessment)	DG David Garvey	EH christine.flynn@illinois...	
1851	Resolved	Application no longer complete	Illinois Works Pre-Apprenticeship	Intake (Application/Interview Sheets or Scores, Wrap-around assessment, Career Assessment)	DG David Garvey	DA dan.j.martinez@illinois...	
1844	Resolved	Cohort 3 training contains a non-training service.	Illinois Works Pre-Apprenticeship	Provider Info (Grantee Details/Training Programs/Services)	DG David Garvey	DA dan.j.martinez@illinois...	





Ticketing System - SIU





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Illinois
Department of Commerce
& Economic Opportunity



Program Engagement ~ Mentimeter

Access the website: www.menti.com
Enter 6241 7134

Enter code to vote



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Feedback ~ We want to hear from you



Thank you, and we are glad
to have you as part of our
provider network!



Illinois
Department of Commerce
& Economic Opportunity

JB Pritzker, Governor