



Report Title: Monitoring Report 02: Dynamic Search Tool – WPFN Replacement Report

Report Type: WebI Ad Hoc

Location: DCF/Wisdom/Employment Programs/W-2 Monitoring/Application and Assessment

Background: As DCF migrated away from mainframe technology and workers became less familiar with mainframe screens, a need for new search capabilities became apparent. Specifically, the search results available in the WPFN screen needed to be available in another format, and as a result, this report was created. Rather than creating a separate report for every possible search scenario, this report provides a dynamic search for detail- and summary-level data for multiple criteria, such as demographic data, case status, activities, vehicle data, confidentiality, and eligibility review data.

Purpose: This report replaces the WPFN screen and was created to help W-2 agency staff and DCF monitoring staff identify participants who may meet a wide range of criteria. This report is intended to be dynamic and interactive. Although it can be printed, this report is not recommended for use in a hard copy format and may be more useful when exported into other tools like Excel.

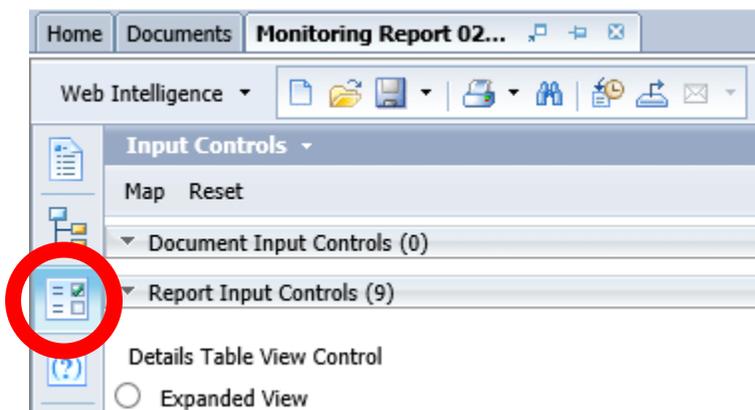
Description of Report: This report consists of two parts: an interactive cross-tab (i.e., cross-reference) table that shows counts and summary-level data, and a second table that shows detail-level information. The two are linked – meaning if a user selects a cell in the cross-tab table, the details table filters down to those specific individuals. The input controls can narrow search criteria or add more detail-level data to the cases meeting the selected search criteria.

This report only shows the current data (as of the previous daily data load) and is not intended for an historical view of the data.

Prompts: No prompts are mandatory. W-2 Contract Agency, FEP ID, Office, County and W-2 Contractor Region are optional prompts to help narrow the focus of the data on the report.

Input Controls: This report utilizes a number of input controls to narrow the focus of the report. Users can use the input controls to change the rows and columns of the cross-tab table, to change the sorting of the details table, and to expand or hide columns in the details table.

To access the input controls, select the “Input Controls” button.



Tab 1: Dynamic Search

Cross-Reference Table: The first table on this tab displays the counts of participants meeting the selected criteria. Through the use of input controls, the columns and rows can be modified. The rows can display up to two input controls, but the columns are currently limited to only one input control.

The data for the columns in the Cross-Reference Table can be changed using the “Level 1 Column Selector” input control. The options are:

- Education Level
- Gender
- Primary Language spoken in the home
- Marital Status
- Current Placement
- Race Combination
- Valid Driver’s License
- Vehicle Availability
- Veteran Status
- Activities
- Eligibility Review Due Month
- Current Placement End Date (most will have a high-date of 12/31/9999)
- Employability Plan End Month
- Agency

The data for the rows in the Cross-Reference Table can be changed using the “Level 1 Row Selector” and “Level 2 Row Selector” input controls.



The Level 1 options are:

- Education Level
- Gender
- Primary Language spoken in the home
- Marital Status
- Current Placement
- Race Combination
- Valid Driver's License
- Vehicle Availability
- Veteran Status
- Activities
- FEP ID
- Open Case – Closed Placement
- Employability Plan Status
- Office

The Level 2 options are:

- Education Level
- Gender
- Primary Language spoken in the home
- Marital Status
- Current Placement
- Remove Selection (removes the Level 2 data)

Details Table: This table shows the details for the participants selected in the cross-tab table. If no cell is selected, all participants will be shown.

Through the use of more input controls, users can change the view in the table. The following input controls are available for the Details Table.

- The “Details Table View Control” will expand or hide a number of details.

Details Table View Control	
<input type="radio"/>	Expanded View
<input checked="" type="radio"/>	Reduced View

When Reduced View is selected, the following fields will display:

- Case Number
- Participant PIN



- Participant Last Name
- Placement Code
- Placement Begin Date
- Months in Placement
- Placement End Date
- Most Recent Case Filing Date
- Eligibility Review Due Date
- Eligibility Review Due Month
- Current Employability Plan Status
- Employability Plan Start Date
- Employability Plan End Date
- Most Recent Case Status Code
- Current FEP ID

When Expanded View is selected, the following fields will display:

- All fields shown in Reduced View
 - EP End Month
 - Drivers License Flag
 - Vehicle Available
 - Veteran Flag
 - Refugee Flag
 - Most Recent Marital Status
 - ES Most Recent High School Grad Status
 - ES Most Recent Highest Grade Level Completed
 - Most Recent Case Closure Date
 - Contract Agency
 - Office
- The “Details Table Sort Column” will change the primary sort data of the table. The default sort is by Case Number. The fields available for this input control are:
 - Placement
 - Education Level
 - Gender
 - Language
 - Marital Status
 - Race Combination
 - Valid Drivers License
 - Vehicle Availability



- Veteran Status
 - Activities
 - FEP ID
 - Case Number
 - PIN
 - Open Case – Closed Placement
- The details table can be filtered by “Most Recent Case Status” and “Confidential Flag” using the associated input controls:

Most Recent Case Status

All values

CLOSE

OPEN

Confidential Flag

All values

N

Y

- Activity details can be shown using the “Show Activities Details” input control.

Show Activities Details

No

Yes

This will show (or hide) the Activity Code, Activity Begin and End Dates, and the Weekly Scheduled Hours. However, these fields will be shown automatically if either the Row or Column selector are set to the “Activities” input control.

Load dates: Daily.

How to use the Report: No prompts are required. The optional prompts for W-2 Contract Agency, FEP ID, Office, County and W-2 Contractor Region may be selected if needed.



Complete this log when the report is created and when the report is updated:

Date	Requested by	Created/Updated by	Approved by	Published by	Description of Change
3/1/2019	Research and Analytics Section	Pete Shay	Research and Analytics Section Chief	Pete Shay	Report Creation