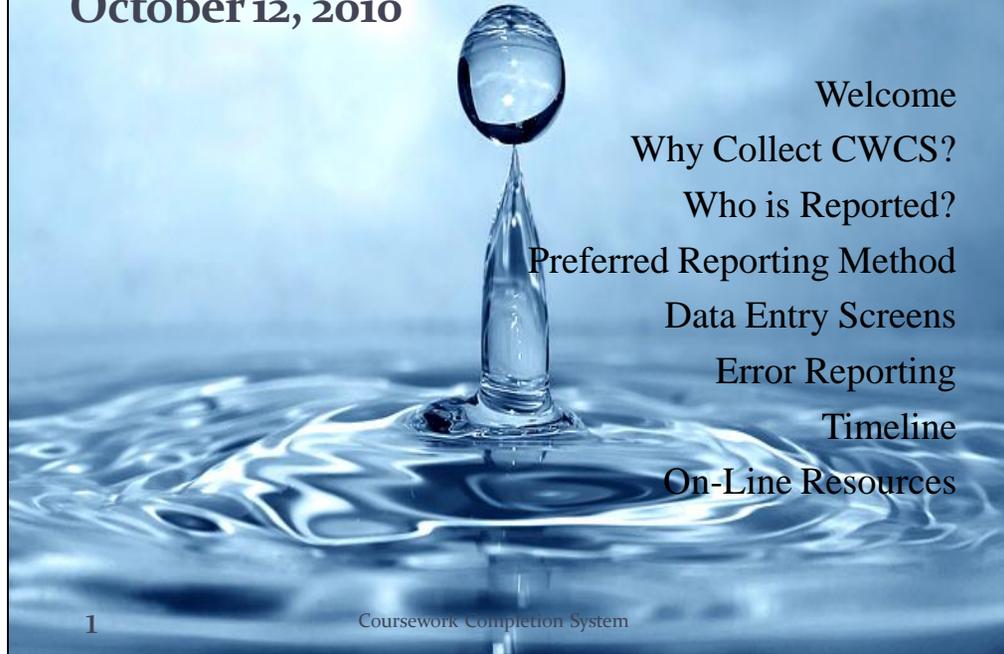


Coursework Completion System

October 12, 2010



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Welcome and Introductions

Coursework Completion
System Introduction

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Why collect coursework completion data?

- Meet the requirements of the American Recovery and Reinvestment Act (ARRA)
- Address existing gaps in the state LDS data sets
 - The ability to match teachers with students
 - Capture student-level transcript information, including courses completed

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Coursework Completion System

Why a new data collection?

In order to meet the requirements of the American Recovery and Reinvestment Act (ARRA) and address existing gaps in the state LDS data sets, the Department of Public Instruction (DPI) will build a new student level data collection and begin accumulating new data first quarter of 2011. The main objectives of this effort will be to address 2 key components referenced in ARRA and specified in the America COMPETES Act:

The ability to match teachers with students and,
Capture student-level transcript information, including courses completed.

These two objectives will be achieved with enhancements made to the Individual Student Enrollment System (ISES) which is already central to the DPI's student-level data collection efforts. Two new collection periods will be proposed: one in the middle of the school year intended to collect data from the 1st marking period and the second at the end of the school year intended to capture data from the 2nd marking period. Two collection cycles for program year 2010-11 and in 2011-12 and beyond we will have three collection cycles.

The DPI will capture a number of additional data elements related to the student, course or teacher that will enable Wisconsin to replace the existing PI-1215 Course Offerings Report. In order to eliminate the PI-1215 the new data collection will capture data on part-time open enrollment students, the number of students and the courses offered that fall into the world languages categories, and finally the students who are participating in the youth options college programs. The other piece of the PI-1215 Course Offerings Report is the collection of district graduation requirements. This district level data will be addressed with a new, separate once-per-year collection.

What is the new data collection?

A process has been established which enables schools and/or districts to upload course work data by section, course, student, and teacher into the ISES Course Work Completion database. Schools and/or districts are required to report on all students enrolled (K3 – 12) that are assigned to a specific section, course, and/or teacher. Courses will be defined within the DPI Master Course List and will include all courses outlined within the National Center for Education Statistics (NCES) Secondary School Course Classification System. Additional course codes devoted to early childhood, elementary curriculum, alternative education, special education, and project based educational programs not currently included within the NCES Course Guide have been added by Wisconsin.

Preliminary validations are run at the time of the file upload. Once the school submits an error free file, all of the section, course, teacher, and student data are stored in the ISES Course Work Completion database. More complex data validations are then performed within the ISES Course Work Completion application during the “Validate” process. The course work completion data can run through a partial upload or a complete upload process.

ISES Course Work Completion System will include a web application to allow users the ability to view errors and make the necessary corrections on line or resubmit an updated data file. Once the school districts have finalized their data file(s) the data will be locked and no further updates will be allowed. This becomes a point in time view of the data.

The web application will have a screen for direct entry of Section and Student assignments. The users will have the ability to enter multiple section assignments for a specific student. Once a school district has submitted and finalized or locked their data the web application will not allow any further updates, additions, or corrections to the data.

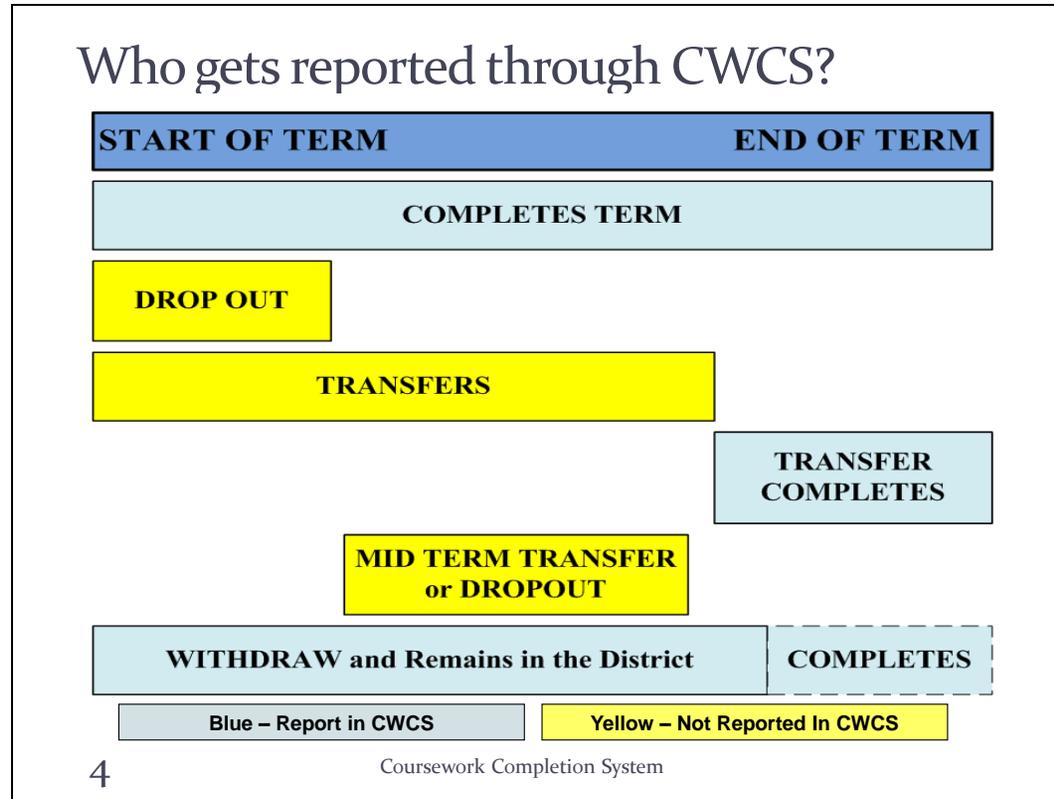
The web application will have a screen for direct entry of Section, Course, and Teacher assignments. This screen will enable the users to assign multiple teacher assignments by section and course.

Both the automated data load process and the web based data entry screens will produce error reports that can be viewed through the web based system. Detailed progress and summary reports will also be available online. The system will also allow the district users to view their data online throughout the program year. Once a school district has locked their data file the data becomes a point in time measure and cannot be changed.

What are the benefits of the CWCS data collection to the districts?

School districts will have the ability to utilize the coursework completion data locally for analysis of educational programming success within their schools and across the district.

Who gets reported through CWCS?



- Students that complete a term and may be awarded a grade earned are reported.
- Students that dropout early in the term based on district policy if they are not awarded a grade earned DPI would prefer not to receive these data records. DPI does not want any course schedule changes that take place within the first weeks of the beginning of a course.
- DPI does not want districts/schools to report twice for the same student in a term, for example scenarios 3 and 4. The student transfers mid year to another district/school and completes the course at the new location. The students grade, completion status and credits earned should be transferred to the new district for reporting for the terms uncompleted.
- Student withdraws from a course and remains in the district and completes the term. The completion status would be reported as 'WD' withdrew/dropped the course.

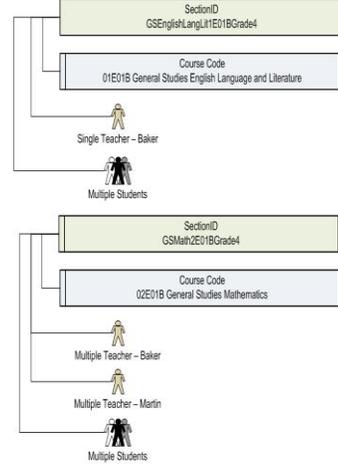
- Coursework completed outside the regular school day such as a credit retrieval which counts towards graduation requirements or grade level advancement should be reported to the CWCS.
- Extracurricular activities and extended learning such as after school programs provided as a service to parents and children or the community should not be reported to the CWCS.
- Non-credit activities and schedule segments which take place during the regular school day such as school clubs, study hall, tutorials, and guidance may be submitted to CWCS, but are not required.
- Summer school coursework will not be collected for 2010-11.

Will Not Be Included in the 2010-11 Data Collections:

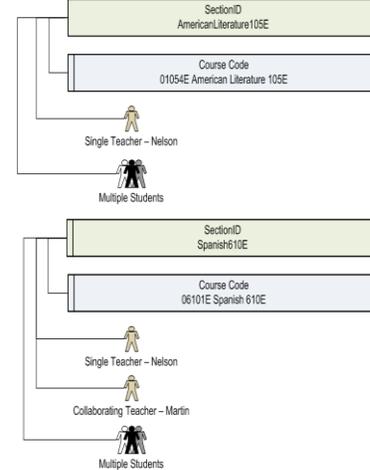
- Wisconsin School for the Deaf (WSD) currently in WSLS
- Wisconsin Center for the Blind and Visually Impaired (WCBVI) currently in WSLS
- Parentally Placed Private Students (currently in WSLS)
- Students in the Department of Corrections Schools (DOC) currently in WSLS
- Department of Health Services Schools (DHS) currently in WSLS
- Adult Students (not currently in the WSLS)
- Students first enrolling after age 21 (not currently in the WSLS)
- Private School Students (not currently in the WSLS)
- Summer Enrollment (may or may not be in the WSLS)

Reporting Subject Specific Information Preferred Reporting Method

Example of Elementary



Example of Middle/High School



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Coursework Completion System

This is DPI's Preferred Method of Reporting:

Every 'Section' must be associated with at least one 'Course', one 'Teacher', and multiple 'Students'.

Example 1:

- Elementary 4th grade broken out by specific course assignments and a single teacher with multiple students. Grade earned is not required for school year 2010-11. However, this is an opportunity to setup and fine tune your systems to collect, store and report grade earned for early childhood, elementary and middle school students in preparation for Phase II of CWCS.
- Example two illustrates a Section ID for a specific course assigned to multiple teachers with multiple students.

Example 2:

- Grade earned is required for grades 9 through 12.

- Example two illustrates a Section ID for a specific course assigned to multiple teachers (a single teacher and a collaborating teacher) with multiple students.

Summary of Schools

School	Last Update Date	Error/Info/Warning Status	School Locked Date	Last Validation Date	Unlock
0040 - Kiel High	09-27-2010	3 errors: 0 info: 1 warnings		09-27-2010	
0060 - Kiel Middle	09-30-2010	2 errors: 0 info: 0 warnings	09-25-2010		UNLOCK
0100 - Zelma Elementary	10-03-2010	0 error: 0 info: 0 warnings			
0110 - Mysma LEADS Charter		0 error: 0 info: 0 warnings			
0405 - Kiel eSchool		0 error: 0 info: 0 warnings			
0110 - Duane Saint Catholic School		0 error: 0 info: 0 warnings			
0508 - Trinity Lutheran School		0 error: 0 info: 0 warnings			
0120 - Manitowoc County Comprehensive Charter		0 error: 0 info: 0 warnings			

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Coursework Completion System

Business rules:

- Summary of Districts is available only to DPI and district roles.
- The Validate button will initiate the Full Validation routine for every school in the district which is not locked individually. The user will be warned that they are about to initiate the Validate for the unlocked schools and that individual student data may not be modified for the entire district until processing is complete.
- The user will have the option to cancel the action or continue.
- The Cancel Validate button will replace the Validate and Lock buttons when a district validate request is in the queue. Clicking this button will remove the district validation request from the queue as well as any school validation requests which existed in the queue prior to the district validation request. A warning is presented to which the user must respond.
- The Lock button will initiate the Full Validation routine for every school in the district which is not locked individually and run district level validations.
- The Cancel Lock button will replace the Validate and Lock buttons when a district lock request is in the queue.

- Record Type: Course & Teacher (WCT), Student (WS)

NOTE:

- *If school only then Section Record List and Student Record List must appear on Main menu.*
- *If all schools are individually locked, then the district level validation are still run.*
- *Individual lock – mentioned in rules but there is nowhere to request an individual lock.*
- *If individual school access is going to be allowed then the student Record List is the best place for such a lock button.*

CWCS Section Record List

Section Record List - Windows Internet Explorer

Section Record List

Individual Student Enrollment System
Collection: Coursework Completion (CWC) - Collection Year: 2010.11
Site Area - Home/Teacher/Info

Section Record List

Error/Info/Warning Status: 3 errors, 0 info, 1 warnings Validation Date: 09-27-2010

School: 0040-Kiel Hi

Record Type: Work Section, Course and Teacher Status: All Term: All

Subject Area: All

VALIDATE CLEAR REFRESH

Please click on the REFRESH icon to view the Section Record List.

Section ID	Term	Course Code	EDU File #	Last Name (Former Name)	EIW Status
00205AE2010	1S	22401G	000006	PAULSON	0 error, 0 info, 0 warning Delete
SECTIONNA	2S	Multiple	Multiple	Multiple	0 error, 0 info, 0 warning Delete
WOWMEZOWE	1S	17054G	000009	KEEVER	4 errors, 0 info, 1 warnings Delete

Choose one to search by:

Section ID: DPI Educator Number: Course Code: STUDENT SEARCH ADD RECORD

Section Record List

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Coursework Completion System

- Section record list is shown when the user clicks refresh.
- Validate button is shown but no lock button.
- Info/Error/Warning counts are shown.

CWCS Individual Section Record

PUBLIC INSTRUCTION

SECTION LIST

Section ID: Term: 1st Semester Record Type: Course/Teacher

Virtual Online Education: Distance Education: Classroom Type:

Dual Enrollment Credit: Bilingual/ELL: Project Based Learning:

Course:

Course Code	Local Course Title	Add
03300H	Math 101	Delete
05290G	English 509	Delete

Subject Area: Course Indicator: Course Level:

Academic Service Learning: Local Course Title: Equivalency:

Alternative Education: Program [For HSC youth operated by a school district] World Language: [Includes of Proficiency-based, cultural focus]

Teacher:

Teacher Role	Educator File Number	Last Name	Former Last Name	Add
Single Teacher	678903	Smith		Delete
Collaborating Teacher	456190	Brown	Harrison	Delete

Teacher Role: Educator File Number:

Last Name: Former Last Name:

SECTION LIST

CWCS Student Record List

The screenshot shows a web browser window titled "Student Record List - Windows Internet Explorer". The address bar shows the URL "http://localhost:8080/CWCS/refresh.action". The page header includes the "PUBLIC INSTRUCTION" logo and text: "Individual Student Enrollment System", "Collection: Coursework Completion (CWP)", "Collection Year: 2010-11", and "Alma - All Schools".

The main content area is titled "Student Record List" and contains the following elements:

- A "School" dropdown menu set to "0000-All Schools".
- Filters for "Grade Level Placement" (set to "11"), "Term" (set to "ALL"), and "Status" (set to "All").
- Buttons for "VALIDATE", "CLEAR", and "REFRESH".
- A "Record Navigation" section with a search bar and a list of letters (A-Z) for filtering records.
- A table with the following columns: WSN, Name, Grade Level, Race/Ethnicity, Gender, Birth Date, and EIW.
- A single record is displayed: WSN: 1661894826, Name: GOOL, LITOUOU, Grade Level: 11, Race/Ethnicity: W, Gender: F, Birth Date: 09/23/1997, EIW: .
- A "WSN:" search field with "STUDENT SEARCH" and "ADD RECORD" buttons.
- Navigation links: "SECTION", "MAIN MENU", "EXIT", and "HELP".

The footer of the page displays the number "9" and the text "Coursework Completion System".

- For individual school users, the 'School' may not be modified. For district users, the 'School' defaults to the link selected from the Summary of Schools screen, but may be modified. 'All Schools' is not an option for this screen.
- Several filters, Term, Grade Level Placement, and Status are available to narrow the student list.
- The Validation Date label displays the date of the most recent validation request for the school. A district validation request will queue a school validation and affect this validation date.
- Clicking 'Refresh' will return a maximum of ten students displayed alphabetically by last name in a scrolling list.
- The 'Clear' button will reset the screen.

- The 'Record Navigation' alphabet will jump to a bookmark for the first student for that letter.

CWCS Individual Student Record

Individual Student Record - Windows Internet Explorer

Public Instruction

Individual Student Record

District: 0114-Capitol West Academy School: 0101-Capitol West Academy Record Type: Student

Section ID: 56789ABS Completion Status: Term: 1st semester

Grade Level Placement: PTO Enroll District: Local Student ID: 81890

College Credit Earned: High School Credit Earned: Enrollment Period:

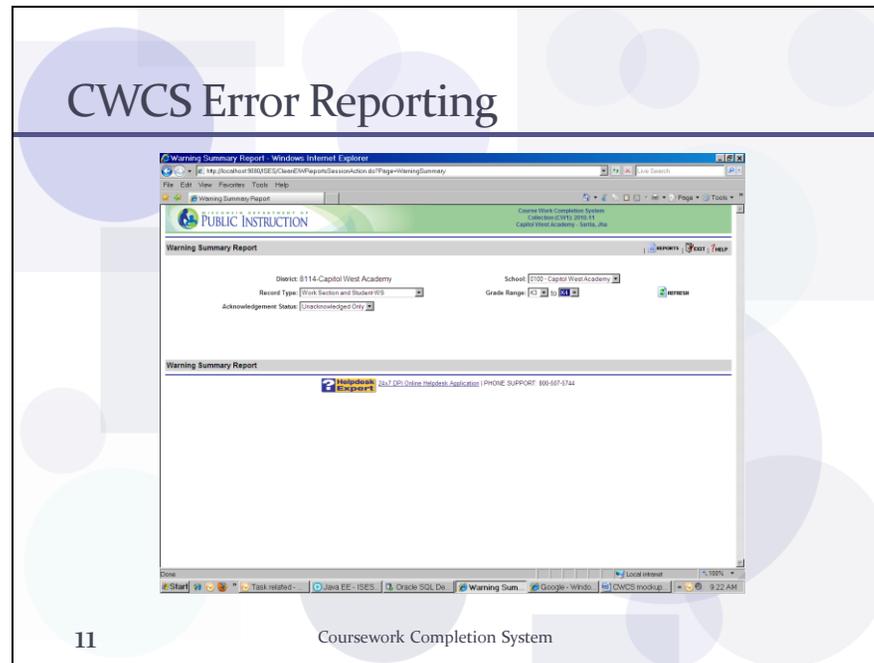
Race/Ethnicity: Asian Gender: female Birth Date: 06/29/1989

WSN	Name	Term	Section ID	School	Enroll Date	
6789023456	Dan Rather	1Q	56789ABS	0020	3/12/2000	Delete
6789023456	Dan Rather	1Q	124908765DEF	0020	3/12/2000	Delete

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- The Name column displays the legal name identified in WSN.STUDENT_NAMES.
- The Race, Gender, and Birth Date labels display data from the associated WSLs record

CWCS Error Reporting



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Coursework Completion System

- If a system lock is in place for a district, these reports will not be available. If a system lock is in place for a school, but not the district, messages will appear, but the 'Save' icon will not appear on the Warning Report Student Detail screen.
- The basic functions of the Info, Error and Warning reports are similar. Message displayed on the Warning Report must be acknowledged, thus this report contains a few more features than the Info and Error Reports.
- Click 'Refresh' to display the Warning Summary table. The 'Total' column displays the total for the selected criteria.
- The messages in the 'Description' column are hyperlinks to the Warning Detail screen.

CWCS Timeline

- Host Bi-weekly CWCS Live Meeting Training Sessions
 - 10/14/10 – DPI Code Tables with main focus on usage
 - 10/21/10 – Interface Specification; both XML and CSV version for section/course/teacher file
 - 11/4/10 – Interface Specification; both XML and CSV version for section/student file
 - 11/18/10 – CWCS Screens and Process Flow
 - TBD
- District Training in January and February of 2011
- CWCS 1st Collection Cycle opens in January 2011 and closes in April 2011
- CWCS 2nd Collection Cycle opens May 2011 and closes in August 2011

CWCS On-Line Recourses

- Meeting ESEA/NCLB Report Card Requirements:
<http://dpi.wi.gov/lbstat/dm-eseadata.html>
- CWCS Web Application:
<http://dpi.wi.gov/lbstat/cwcsapp.html>
- CWCS Training & Support:
<http://dpi.wi.gov/lbstat/cwcssupprt.html>
- CWCS FAQs: <http://dpi.wi.gov/lbstat/cwcsfaq4.html>
- CWCS Phone- and Web-Based Conferences:
<http://dpi.wi.gov/lbstat/cwcsfaq4.html>

Thank You

- Questions and Answers
- Reminder please forward questions to the WSL/ISES Help Desk and open a Help Desk Ticket or call 800-507-5744.