

# Bridge and ICAPS Data: FY23 and Building for FY24

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# Agenda

1. FY23 End Of Year Data and Where We Are Today - total earned and total claimed
2. FY23 Bridge and ICAPS Survey Data And What We Did With It
3. FY24 Data Collection
4. How To Enter Bridge And ICAPS Students In DAISI
5. Marking ICAPS Students As Complete
6. Entering Credentials
7. How To Find Your Numbers In DAISI
8. Next Steps

# FY23 Bridge and ICAPS Survey Data

In the spring of 2023, every program submitted information about their Bridges and ICAPS and student enrollment. What happened with that?

- ▶ SIPDC and Angela (ICCB) separated out approved and unapproved Bridges and ICAPS. SIPDC started reaching out to programs to see what hurdles were to getting approvals and helped remove those hurdles. Not everyone has been contacted yet, but we are working our way through the list!
- ▶ ICCB compared reported numbers to DAISI numbers to identify discrepancies and reached out to programs to help remedy errors.
- ▶ List of Approved Bridges and ICAPS were added to the bottom of the main page on the [www.icapsillinois.com](http://www.icapsillinois.com) website. The middle button goes to 2 lists - Bridges and ICAPS run in FY23.

ICAPS History

Current ICAPS Programs

Illinois Partners



# FY24 DATA

The Quarterly Programmatic Reports will be used throughout the year.

- ❖ Program Support Specialists will review for:
  - ❖ Bridges and ICAPS run during the quarter
    - ❖ This will be compared to what you have submitted and approved.
  - ❖ Number of Students Enrolled in each

ICCB staff will use the programmatic report to address concerns and successes.

# How are Bridge students identified in DAISI? - By Course

 **Data and Information System Illinois** *A Safe Haven -FY 2023* FrozenRead Only Logout

[Change FY](#) [Students](#) [Classes](#) [Courses](#) [Instructors](#) [Funding](#) [Administration](#) [Help](#)

## Courses: Add/Edit Details

Course Details

View Classes

\* Course Code

\* Course Name

### \* Transition Course:

Yes  No

### \* Bridge Course:

Yes  No

\* Select Bridge Course Type  \* Select Specific Career Cluster Type

### \* Course Description:

Through the co-teaching model, students will receive adult education instruction concurrently and contextually with the training for Unarmed Security Guards as well as instruction in workforce preparation.

# The rest of the page....

\* Approved range of units of instruction:

Min:  Max:

\* **Instructional Categories:**

ABE  ASE  ESL  HSCR  VOC

PCS Code

CIP Code

**Misc.**

- Job Skills
- Citizenship
- Foreign GED
- Math Only

Submit

# How are ICAPS students Identified in DAISI?

## - By student

Search Results Bio/Demo **Status** Test Info Class Info ⚠ Goals/Achievements Student Notes Custom Fields IEL/CE

Update

**ICAPS Student**  
 Yes  No  
ICAPS Entry Date: 03/21/2023

**Exited ICAPS**  
 Yes  No  
ICAPS Exit Date: 05/11/2023

**Completed ICAPS**  
 Yes  No

Sector Focus of Pathway Program: Information Technology Occupational Focus of Pathway Program: Computer Careers

This must happen to be counted in the NRS report!

# Completing an ICAPS

- ▶ To mark a student complete in ICAPS, they must have completed the training portion of the ICAPS.
  - ▶ This MSG was established to aid programs in counting the work completed while also recognizing that some students may not obtain the credential for a variety of reasons (for example, not able to take the test required for credentials in the same fiscal year of services).
  - ▶ Documentation of training completion placed in student files is strongly suggested.
    - ▶ Attendance records, certification of completion
    - ▶ Note: Certifications of completion are not industry recognized credentials.



# Completed ICAPS Students Should Have A Credential Attached

Search Results Bio/Demo Status Test Info Class Info **Goals/Achievements** Student Notes Custom Fields IEL/CE

**Achievements**

**Credentials Earned**

\* Career Pathway  Specific Credential Type  Month/Year Earned

Don't see the credential you're looking for? Fill out the Industry-Recognized Credential Proposal Form to submit a new credential for approval. [Industry-Recognized Credential Proposal Form](#)

Career Pathway	Specific Credential	Month/Year Earned	Delete
Information Technology	Google IT Support Specialist	05/10/2023	<a href="#">Delete</a>

# Are all of your Bridge classes and ICAPS students marked correctly?

Following the FY23 survey, we asked programs to double check their data. Some knew how to do this; some didn't. Let's walk through how to do this for both Bridge and ICAPS students!



# How to Find Bridge Courses in Daisi:

The screenshot displays the Daisi (Data and Information System Illinois) interface. At the top, the logo 'daisi' is shown next to the text 'Data and Information System Illinois'. Below this is a navigation bar with icons and labels for 'Change FY', 'Students', 'Classes', and 'Courses'. The 'Classes' menu is highlighted with a blue border, and its dropdown menu is open, showing three options: 'List/Search', 'Add Class', and 'Stack Classes'. Below the navigation bar, the section is titled 'Classes List/Search'. There are three buttons: 'Search', 'List Current FY', and 'Add N'. Below these are two more buttons: 'Search' and 'Clear'. At the bottom, there is a checkbox and a text input field labeled 'Class / Section No.: Class/Section No:'.

## Classes List/Search

<input type="checkbox"/> Class / Section No.: <input type="text" value="Class/Section No:"/>	<input type="checkbox"/> Enrollment Type: <input type="text" value="Select Enrollment Type"/>
<input type="checkbox"/> Building: <input type="text" value="Select Building"/>	<input type="checkbox"/> Start Date: From <input type="text" value="mm/dd/yyyy"/> to <input type="text" value="mm/dd/yyyy"/>
<input type="checkbox"/> Room: <input type="text" value="Room"/>	<input type="checkbox"/> Student No. From <input type="text" value="From"/> to <input type="text" value="to"/>
<input type="checkbox"/> Course Code: <input type="text" value="Course Code:"/>	<input type="checkbox"/> Mid-Term Date: From <input type="text" value="mm/dd/yyyy"/> to <input type="text" value="mm/dd/yyyy"/>
<input type="checkbox"/> Course Name: <input type="text" value="Course Name:"/>	<input type="checkbox"/> Transition Course: <input type="radio"/> Yes <input type="radio"/> No
<input type="checkbox"/> Instructor Name: <input type="text" value="Select Instructor"/>	<input checked="" type="checkbox"/> Bridge Course: <input checked="" type="radio"/> Yes <input type="radio"/> No
<input type="checkbox"/> Instructional Categories: <input type="text" value="Choose"/>	<input type="checkbox"/> Bridge Course Type: <input type="text" value="Select Bridge Course Type"/>
<input type="checkbox"/> i-Pathways Class: <input type="text" value="Choose"/>	<input type="checkbox"/> Specific Career Cluster: <input type="text" value="Select Specific Career Cluster"/>

These 2 lines are added when you click the box in front of “Bridge Course.”

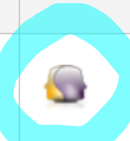

Then, click Search.

# The Results.....

## Class List/Search

Search	List Current FY	Add New
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Q Global Filter <span>EXCEL</span>									
Fiscal Year	Class/Section No ↑↓	Course Name ↑↓	Instructor Name(s) ↑↓	Instr. Cat. ↑↓	Building ↑↓	Students	Roster	Attendance	Delete
Q	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>				
2024	103easlnb1su24	ENGLISH AS A SECOND LANGUAGE III	Fuller, Jimmy	ESL	NO Nelson CEC	4			Delete

This is 1 of 8 classes in this program.

Click the Roster icon.

# The Roster screen...

Instructional Category: **ESL**

Q Global Filter								
FirstName ↑↓	MI	Expected Start Date	Actual Start Date	Fund Source	Exit Date	Exit Reason	Update	Delete
Q	Q	Q	Q	Q	Q			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>			
Emmanuel		2023-07-10	2023-07-10	4805- Federal EL/Civics	2023-08-10	Completed	<a href="#">Update</a>	<a href="#">Delete</a>

There is also Last Name column. It wouldn't fit on my screen.

This is 1 of 4 students.

Should there be 6 - who's missing?

Should there be 3 - who doesn't belong here?

# How to find ICAPS students in DAISI:

Basic Search

Last Name:

First Name:

SSN:

Student ID:

Building:  ▼

Instructor:  ▼

Course Code:  ▼

Course Name:  ▼

Room Number:

Advanced Search

# Inside the Advanced Search Option

## Advanced Search

> Biographic / Demographic

> Classes & Enrollment

> Funding & Instructional Category

## Status

Employment Status: Choose

Disability Status: Choose

Public Assistance:  Yes  No  PA ID Not Avail

STAR Student:  Yes  No

ICAPS Student:  Yes  No

ESLTP Student:  Yes  No

Co-Enrolled in other WIOA Title programs:  Yes:  No: Choose

> Goals / Achievements

Then  
Click  
Submit!



# The Results.....

Change FY | Students | Classes | Courses | Instructors

## Students: List/Search

Search | Add New

Submit | Clear | List Current FY

View

Global Filter

Fiscal Year	SSN	Last Name	FirstName	MI	DOB	Status	Test Info
2024	XXX-XX-	Adams	Dylan	Matthew	05/02/2006	S	
2024	XXX-XX-	Battles	Ryan	Christopher	01/20/2007	S	
2024	XXX-XX-	Hausman	Logan	William	10/16/2006	S	

Is anyone missing?

# Next Steps...

- ❑ Go back to your program and check your data!
- ❑ Remember to input and update your data.
- ❑ Fix errors so everyone can count where they should.
- ❑ Please do not wait until the last minute to update student information.
- ❑ Looking to add a Bridge or ICAPS, check out the ICAPS Illinois webpage to see ran what in FY23.
- ❑ Include offered Bridges and ICAPS on your next quarterly report (due 10/31/2023). 😊

