



CASAS National Summer Institute 2018

TOPSpro Enterprise for Administrators

CASAS Technology Trainers

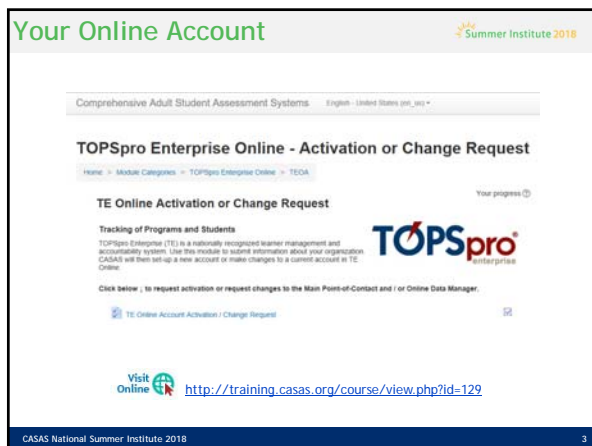


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Monitoring Your Program

- Your Online Account
- Demographics
- Program Outcomes
- Learning Gains
- Data Integrity
- Local Assessment Policy

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Your Online Account

Comprehensive Adult Student Assessment Systems English - United States (en_us)

TOPSpro Enterprise Online - Activation or Change Request

Home > Module Categories > TOPSpro Enterprise Online > TE OA

TE Online Activation or Change Request

Your progress

Tracking of Programs and Students

TOPSpro Enterprise (TE) is a nationally recognized learner management and accountability system. Use this module to learn information about your organization. CASAS will then set-up a new account or make changes to a current account in TE Online.

Click below to request activation or request changes to the Main Point-of-Contact and / or Online Data Manager.

[TE Online Account Activation / Change Request](#)

Visit Online <http://training.casas.org/course/view.php?id=129>

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TE > Organization > Agencies

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Demographics Summary

Age	#	%
Under 18	0	0.00
18-24	9	0.90
25-29	4	1.67
30-34	11	4.83
35-39	49	20.52
40-44	63	26.58
45-49	38	16.71
50-54	28	11.83
55-59	10	4.35
60-64	3	1.29
65-69	3	1.29
70+	6	2.55
N/A	2	0.84

High School Grad	#	%
Under 6	27	11.30
6-8	42	17.88
9-10	54	22.89
11	35	14.81
12	40	16.74
13+	8	3.35
N/A	34	14.23

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TE > Reports > Demographics

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Local Assessment Policy

 [CASAS Assessment Policy Guidelines](#)




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Local Assessment Policy

- **Entry/Update Record**
 - What is the process at your agency to gather Entry/Update Record information?
 - Who is responsible for gathering the information?
 - Who is responsible for inputting the information into TE?
 - Who is responsible for following up on any missing Entry/Update Records or information needed to complete Records?
 - How does this information compare to your local assessment guidelines?




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Local Assessment Policy


- **Pre-/Post-Tests**
 - What is the process at your agency to administer Pre-/Post-tests?
 - Who is responsible for administering Pre-/Post-tests?
 - Who is responsible for inputting Pre-/Post-tests into TE?
 - Who is responsible for following up on any missing Pre-/Post-tests?
 - How does this information compare to your local assessment guidelines?



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Local Assessment Policy Summer Institute 2018


- **Valid Pre/Post-test Pair**
 - What is the process at your agency to ensure that students have a valid Pre-/Post-test?
 - Who is responsible for monitoring this information?
 - Who is responsible for inputting the information into TE?
 - How does this information compare to your local assessment guidelines?



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Local Assessment Policy Summer Institute 2018

- **Conservative Estimate Pretest**
 - What is the process at your agency to ensure that students are Pretested at the appropriate level?
 - Who is responsible for monitoring this process?
 - Who is responsible for marking the replaced test record as 'Retested' to retain historical data in TE?
 - How does this information compare to your local assessment guidelines?



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Presentation and Activity Packet

Visit  Online




Download this Presentation and Activity Packet from the Summer Institute Presentations web page at [Home](#) > [Training and Support](#) > [National Summer Institute](#) > [Presentations](#)



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Thank You for Attending!

- Be sure to visit the CASAS website at www.casas.org
- Follow us on Twitter  twitter.com/CASASsystem and use the hashtag [#casassi2018](https://twitter.com/CASASsystem) to tweet updates, photos, and stories.
- Keep in touch with Facebook  facebook.com/CASASsystem use the hashtag [#casassi2018](https://facebook.com/CASASsystem) to share photos and post stories.
- Visit us on the  [YouTube Channel](#)

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