

TOPSpro Enterprise for Administrators

CASAS Technology Trainers

Monitoring Your Program


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

Comprehensive Adult Student Assessment Systems

English - United States (en_us) ▾

TOPSpro Enterprise Online - Activation or Change Request

[Home](#) ▶ [Module Categories](#) ▶ [TOPSpro Enterprise Online](#) ▶ [TEOA](#)

Your progress 

TE Online Activation or Change Request

Tracking of Programs and Students

TOPSpro Enterprise (TE) is a nationally recognized learner management and accountability system. Use this module to submit 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.

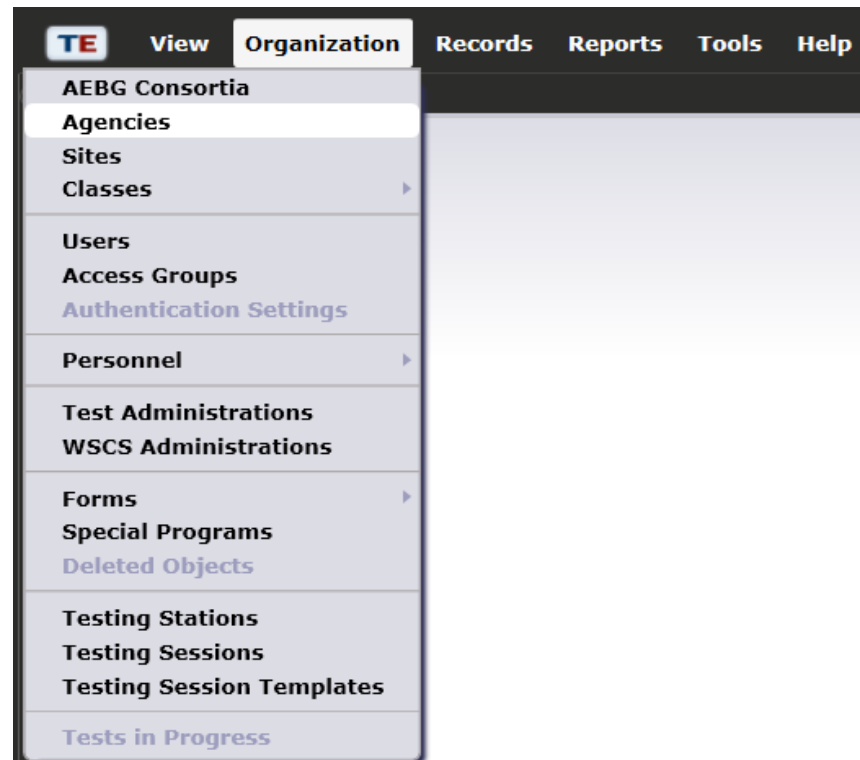


[TE Online Account Activation / Change Request](#)

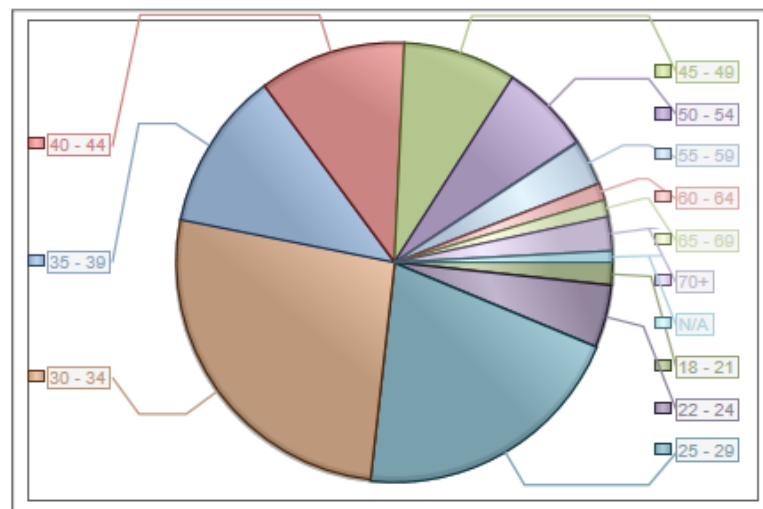


<http://training.casas.org/course/view.php?id=129>

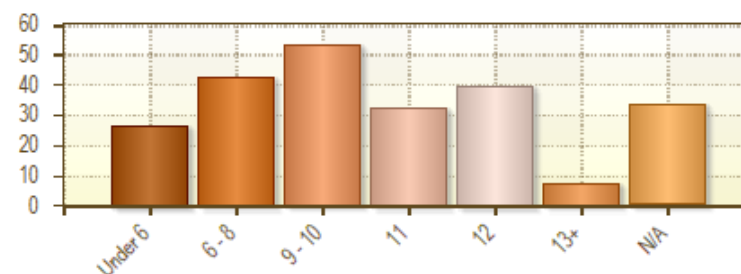
TE > Organization > Agencies



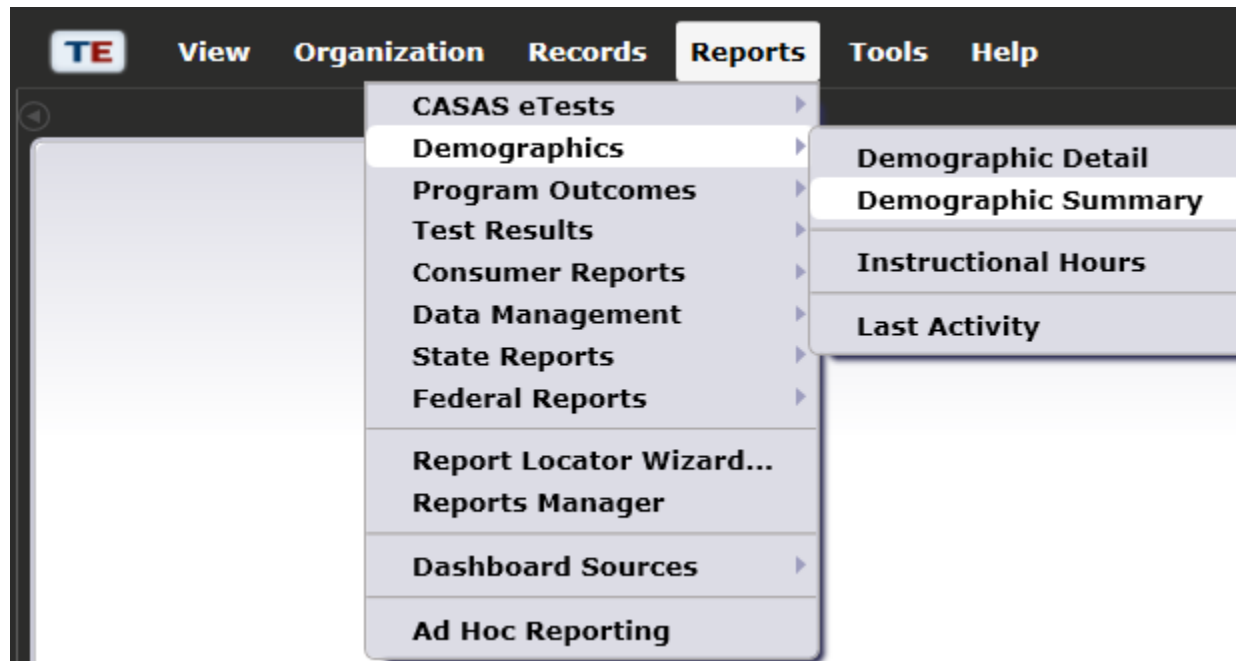
Age	#	%
Under 15	0	0.00
15 - 17	0	0.00
18 - 21	4	1.67
22 - 24	11	4.60
25 - 29	49	20.50
30 - 34	63	26.36
35 - 39	28	11.72
40 - 44	26	10.88
45 - 49	20	8.37
50 - 54	16	6.69
55 - 59	8	3.35
60 - 64	3	1.26
65 - 69	3	1.26
70+	6	2.51
N/A	2	0.84



Highest School Year	#	%
Under 6	27	11.30
6 - 8	43	17.99
9 - 10	54	22.59
11	33	13.81
12	40	16.74
13+	8	3.35
N/A	34	14.23



TE > Reports > Demographics

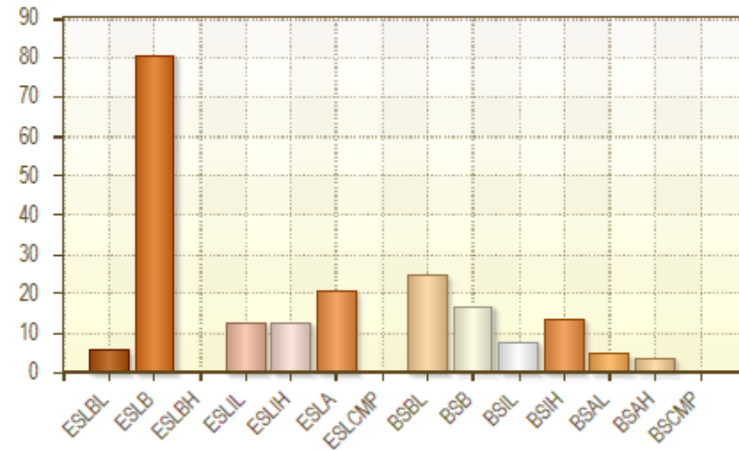


Enrollment (Entry) Summary

Agency: 4908 - Rolling Hills Adult School (RHAS)

Students: 224

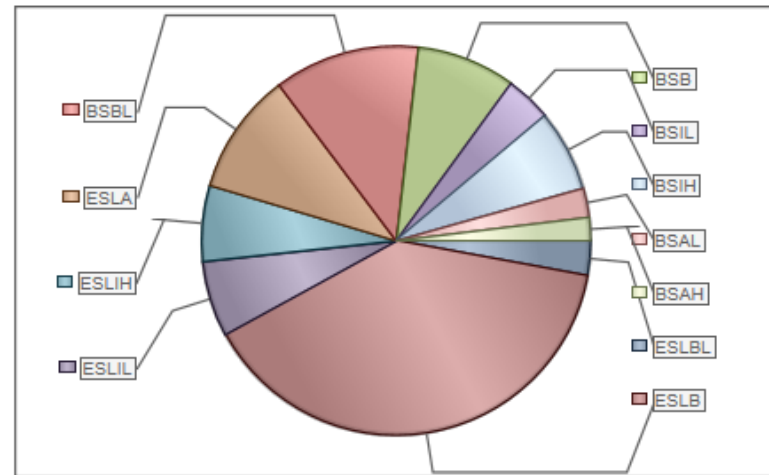
Instructional Level	#	%
ESL - Beginning Literacy	6	2.68
ESL - Beginning Low	81	36.16
ESL - Beginning High	0	0.00
ESL - Intermediate Low	13	5.80
ESL - Intermediate High	13	5.80
ESL - Advanced	21	9.38
ESL - Completed Advanced	0	0.00
ABE/ASE - Beginning Literacy	25	11.16
ABE/ASE - Beginning	17	7.59
ABE/ASE - Intermediate Low	8	3.57
ABE/ASE - Intermediate High	14	6.25
ABE/ASE - ASE Low	5	2.23
ABE/ASE - ASE High	4	1.79
ABE/ASE - Completed ASE High	0	0.00



Agency: 4908 - Rolling Hills Adult School (RHAS)

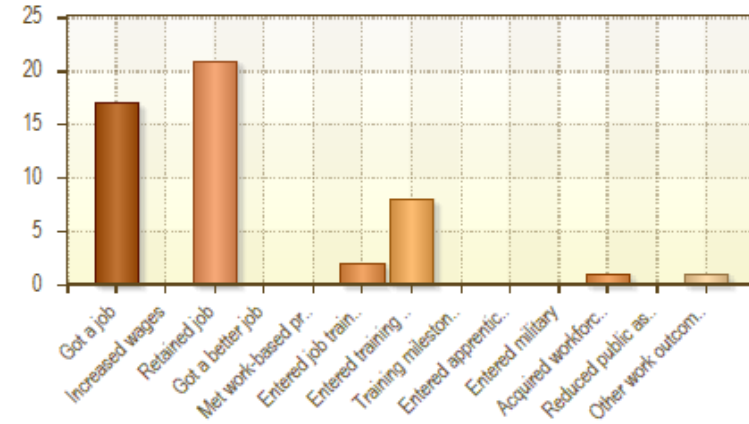
Students: 224

Instructional Level	#	%
ESL - Beginning Literacy	6	2.68
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ESL - Beginning High	0	0.00
ESL - Intermediate Low	13	5.80
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ABE/ASE - Intermediate High	14	6.25
ABE/ASE - ASE Low	5	2.23
ABE/ASE - ASE High	4	1.79
ABE/ASE - Completed ASE High	0	0.00

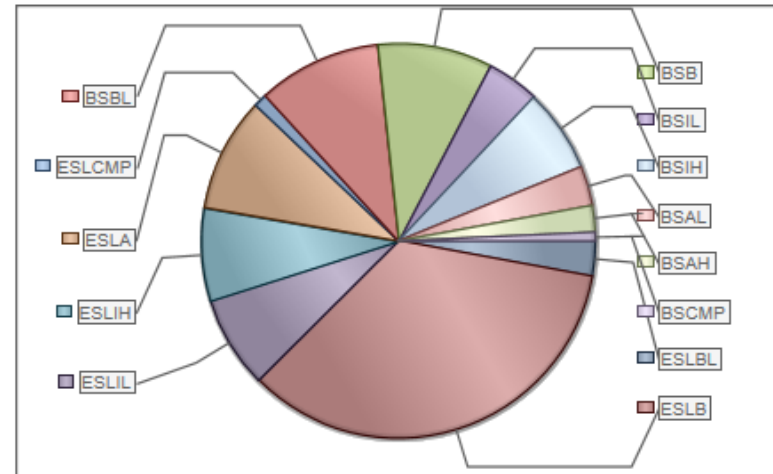


Enrollment (Update) Summary

Work Results	#	%
Got a job	17	7.11
Increased wages	0	0.00
Retained job	21	8.79
Got a better job	0	0.00
Met work-based project goal	0	0.00
Entered job training	2	0.84
Entered training program	8	3.35
Training milestone	0	0.00
Entered apprenticeship	0	0.00
Entered military	0	0.00
Acquired workforce readiness skills	1	0.42
Reduced public assistance	0	0.00
Other work outcome	1	0.42



Instructional Level	#	%
ESL - Beginning Literacy	8	3.35
ESL - Beginning Low	96	40.17
ESL - Beginning High	0	0.00
ESL - Intermediate Low	21	8.79
ESL - Intermediate High	21	8.79
ESL - Advanced	26	10.88
ESL - Completed Advanced	3	1.26
ABE/ASE - Beginning Literacy	28	11.72
ABE/ASE - Beginning	26	10.88
ABE/ASE - Intermediate Low	12	5.02
ABE/ASE - Intermediate High	19	7.95
ABE/ASE - ASE Low	9	3.77
ABE/ASE - ASE High	6	2.51
ABE/ASE - Completed ASE High	2	0.84



TE > Reports > Program Outcomes





Learning Gains Summary

06/15/2018
15:24:00

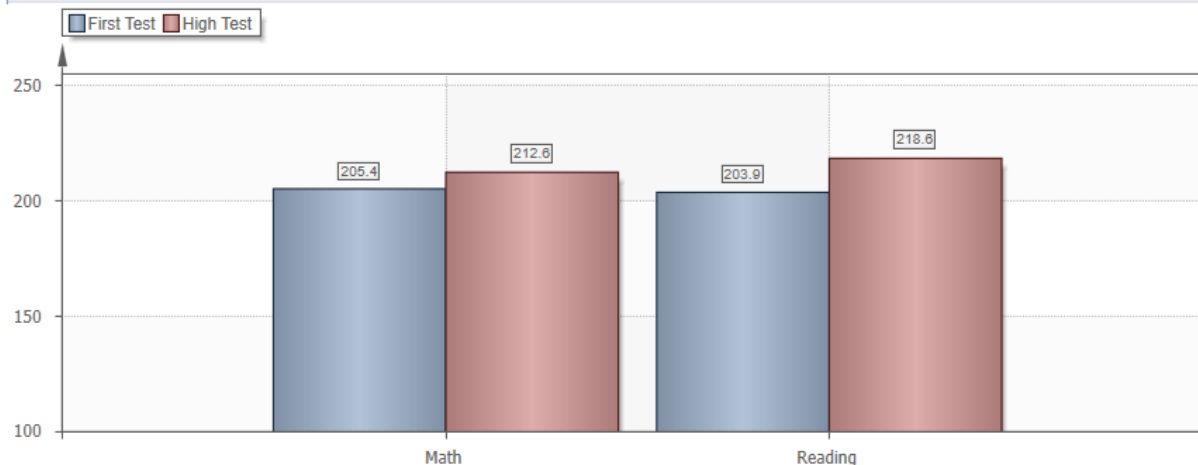
First to High by Class

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LGSFH4

Agency: 4908 - Rolling Hills Adult School (RHAS)	Course: 1
Site: 01 - RHAS: North Campus	Teacher: 101 - Team One, Main Campus -
Class: 1 - Low Intermediate ABE	Level: BSIL
Program: Basic Skills (ABE)	Pretest: 211 - 220

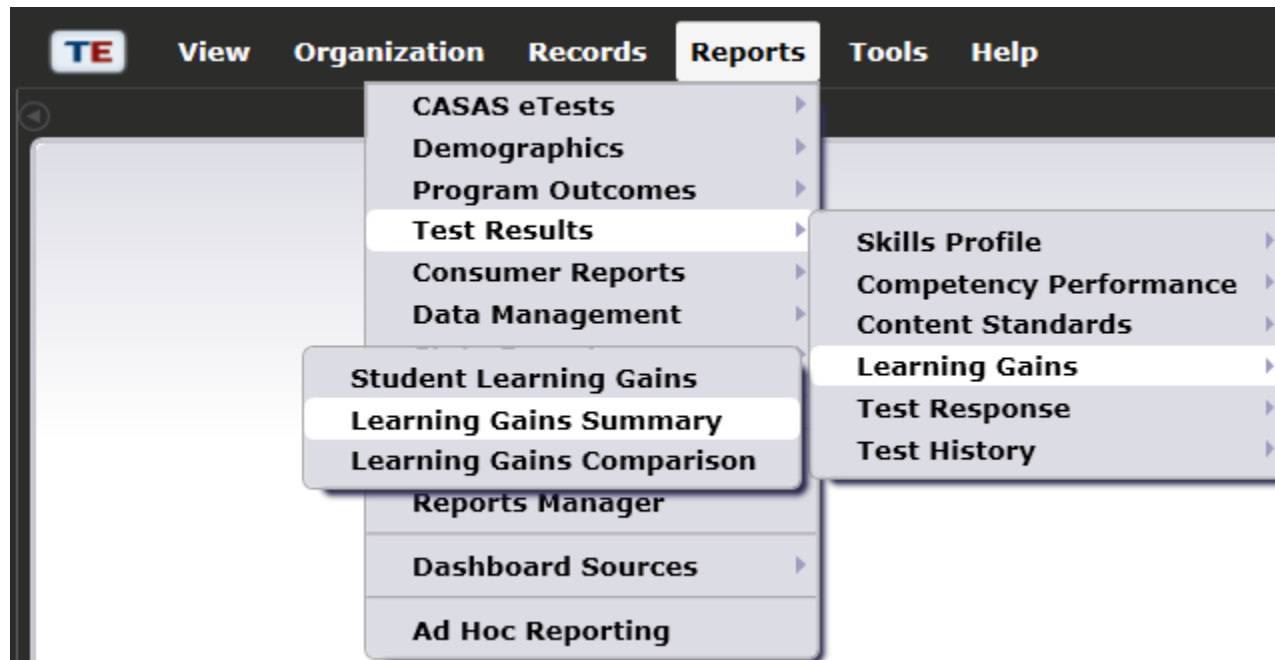
No of Students:	8	CASAS Math				
		N	First Test	N	High Test	Gain
All test scores:	8	210.9	5	212.6	~	0.0
Paired accurate scores:	5	205.4	5	212.6	7.2	0.0

No of Students:	14	CASAS Reading				
		N	First Test	N	High Test	Gain
All test scores:	14	213.1	8	218.6	~	0.0
Paired accurate scores:	8	203.9	8	218.6	14.8	0.0



No of Students: 22
~ Gain not computed

TE > Reports > Test Results > Learning Gains



Data Integrity Report (DIR)

Item Description	Item Count	Item Percent
01 Missing Birthdate or outside US-110	2	0.6
02 Less than 12 Hours of Instruction	54	15.8
02a Zero or Empty Hours of Instruction	51	14.9
02b Total hours between 1-11 hours	3	..
03 No Highest Year of School/Degree Earned	26	..
03a No Highest Year of School	24	..
03b No Highest Degree Earned	8	..
03c Learner marked Degree or Diploma Earned but no Year	6	..
03d Degree earned marked as outside U.S., but not Highest Year	13	..
04 No Gender	2	..
05 No Race/Ethnicity	6	..
06 Total Reported Labor Force Status	234	..
06a Total 'Employed'	90	..
06b Total 'Unemployed'	96	28.1
06c Total 'Not employed not seeking work'	42	12.3
06d Total 'Retired'	3	0.9
06e Total missing Labor Force Status	108	31.6
07a No Entry Record (Missing Student Enrollment)	11	3.2
07b No Update (Missing Enrollment Status)	62	18.1
08 No Pretest	92	26.9
09 No Post-Test	134	39.2
10 No Valid Paired Tests (Federal Table 4 and 4B only)	134	39.2
11a Total eligible for NRS core performance follow-up cohort	43	12.6
11b Total eligible for NRS core performance follow-up cohort	181	52.9
12a Number eligible for Enter employment cohort	22	..
12b Eligible for Enter employment but did not exit program	74	..
12a Number eligible for Retain employment cohort	23	..
12b Eligible for Retain employment but did not exit program	90	..
14a Number eligible for HSE/high school diploma cohort	0	..
14b Eligible for HSE/high school diploma but did not exit program	1	..
14c Qualified for high school diploma cohort with a pretest of 246+	0	..
14d Qualified for ASE High (Indicated Placement Using Instructional Level ASE High)	0	..
14e Qualified for high school diploma cohort but scored lower than 236 on all CASAS tests	0	..
14f Enrolled in HSD program but did not qualify for high school diploma cohort	16	..
15a Number eligible for Post-secondary cohort	14	..
15b Eligible for post-secondary but did not exit program	74	..
15c Qualified with highest degree earned = HSE, high school diploma, or some college, no degree	14	4.1
15d Qualified with Passed HSE or Earned high school diploma on Update Record	0	0.0
15e Qualified with enrollment in designated Transitions class	0	..
16 Passed HSE or high school diploma on Update Record but did not place in any core performance cohort	0	..
17 No Primary Goal	0	..
18 No Secondary Goal	0	..
19 Total Status Updates	0	..
19a Total 'Retained in Program'	0	..
19b Total 'Left Program'	0	..
19c Total 'No show'	0	..
19d Total Missing Update Status	0	..
20 Work-based Project	0	..
21 Learners with a pretest in the conservative estimate range	0	..
22 Learners with a pre-/post-test pair but less than 40 hours of instruction	0	..

Required

Items 1 - 10 are important for state and federal reporting

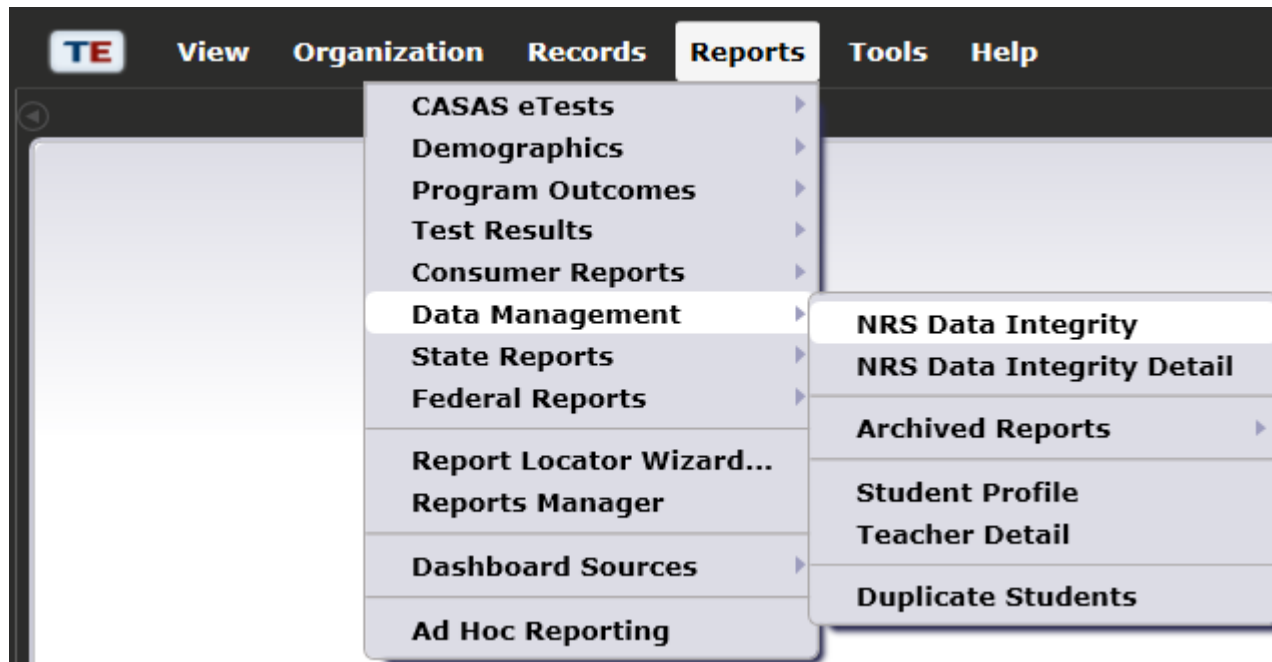
Core Performance

Items 11 - 16 are important for NRS core performance reporting

FYI

Items 17 - 22 are important for data validation and verification

TE > Reports > Data Management > NRS Data Integrity





Test Administrations

06/15/2018
23:25:45

by Agency

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CTA2

Program Year: 2017-2018

Agency	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
4908 - Rolling Hills Adult School (RHAS)	58	281	553	76	514	211	136	640	255	60	414	31	3,229



WTU Balance

06/15/2018
23:55:37

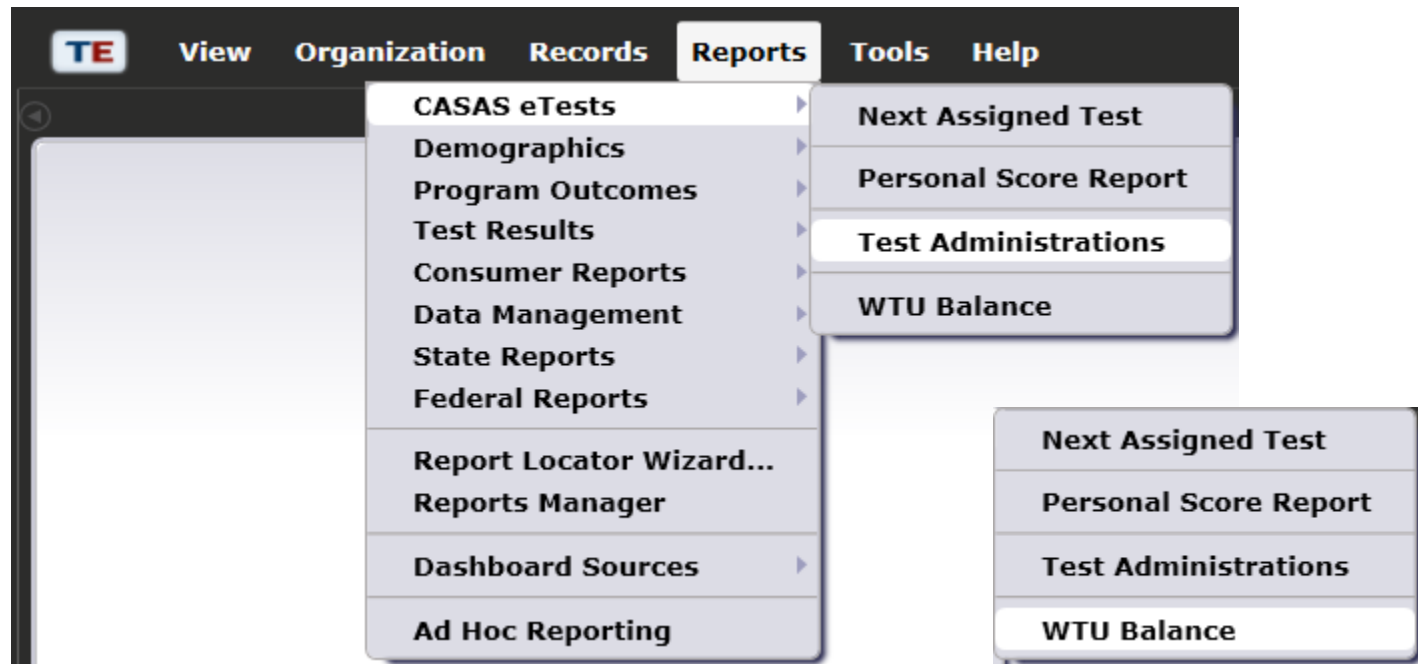
Page 1 of 1
WTUB

Agency: 4908 - Rolling Hills Adult School (RHAS)

WTU ID	Date Purchased	WTUs Purchased	WTUs Reserved	WTUs Used by Tests	WTUs Used by Archived or Deleted Tests	% WTUs Consumed	WTUs Available
2872	02/25/2013	5,000	8	4,680	312	100.00	0
3289	07/25/2013	3	0	0	3	100.00	0
4777	03/19/2015	1,000	0	716	284	100.00	0
6049	08/10/2016	1,000	0	827	173	100.00	0
6147	09/27/2016	502	0	386	116	100.00	0
6605	05/08/2017	2,000	3	1,953	44	100.00	0
1	05/26/2017	1	0	1	0	100.00	0
7066	10/06/2017	1,000	0	988	12	100.00	0
7330	02/01/2018	1,000	0	503	7	51.00	490
7702	05/04/2018	1,000	0	0	0	0.00	1,000
Totals:		12,506	11	10,054	951	88.09	1,490

Base cont
Interrogat
Program y
Reporting
Break on l
Break on l
Count: Re
Aggregate
Include Pr
Include Pr
Include Cr
Report So
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Agency Pr
Site Print
Warn if to
Page Ori

TE > Reports > CASAS eTests



Local Assessment Policy



[CASAS Assessment Policy Guidelines](#)



■ 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?



■ 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?



■ 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?



■ 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?






Presentation and Activity Packet



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Thank You for Attending!

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