






## Data Integrity Drill Down Options


1. Each item listed on the Data Integrity Report typically has four different drill down options when right-clicking—two that direct you to listers, and two that go to other TE reports.
2. The graphic below for DIR item #22 is an example.

			<b>Students - In Program Years Population</b>  Agency = 4908 - Rolling Hills Adult School Concurrent Enrolled = No Item = 22
			<b>Classes - Records Population</b>  Agency = 4908 - Rolling Hills Adult School Concurrent Enrolled = No Item = 22
21	Learners with a pretest in the conservative estimate range	13	
22	Learners with a pre-/post-test pair but less than 40 hours of instruction	35	<b>Drill Down to Data Integrity Detail</b>  Agency = 4908 - Rolling Hills Adult School Concurrent Enrolled = No DIR Item = 22.
			<b>Drill Down to Details Audit</b>  Agency = 4908 - Rolling Hills Adult School Concurrent Enrolled = No

3. Three of the right-click selections you see are often the same. In the example for item #22 above, the first option, Students – In Program Years, appears in others items on the DIR, as do the bottom options for the two reports.
4. The two reports available are the **Data Integrity Detail** and the **Data Integrity Detail Audit**. These two options are available for all 22 DIR items.

**Drill Down to Data Integrity Detail**  
 Agency = 4908 - Rolling Hills Adult School  
 Concurrent Enrolled = No  
 DIR Item = 22.

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**Drill Down to Details Audit**  
 Agency = 4908 - Rolling Hills Adult School  
 Concurrent Enrolled = No  
 DIR Item = 22.

**Data Integrity Detail** displays a “roster” style report that lists students by class, with each outstanding item indicated by a dot. This report is useful to disseminate to teachers and other agency staff who need to verify data for a particular group of students.

**Data Integrity Detail Audit** includes a separate page for each student. Each page contains all data elements about that one student. This report is helpful when you need an exhaustive account of the student’s data to determine what corrective action is necessary for that student.

5. The two listers available for item #22 are **Students – In Program Years** and **Classes – Records**.

<p><b>Students - In Program Years Population</b></p> <p>Agency = 4908 - Rolling Hills Adult School  Concurrent Enrolled = No  Item = 22</p>	←
<p><b>Classes - Records Population</b></p> <p>Agency = 4908 - Rolling Hills Adult School  Concurrent Enrolled = No  Item = 22</p>	←

**Students – In Program Years** is the top option on all 22 DIR items. This directs you to the lister where the item count will exactly match. This option is useful if you want to verify the item count, or the specific identity of the students included in the count.

**Classes – Records** will display a lister where the item count will *not* match. Instead, this lister includes the specific information in the DIR item (in this example, item 22.) This option is useful if you are ready to correct the data in that particular DIR item.

6. This second listed option (Classes – Records for item #22) is what varies from item to item, and is the option that usually best enables you to navigate directly to the lister in TE where you can fix the issue in question.

- **Student Population** – drills down to Student Demographics lister
- **Student Records**
- **Class Enrollments**
- **Class Records**
- **Program Enrollments**
- **Program Enrollments**
- **Student Assessment** – drills down to Test Lister

**Agency:** 4908 - Rolling Hills Adult School

Summary Information	
Total WIA Title II Learners	347
Learners Concurrently Enrolled in High School/K12	6
Total Learners eligible for WIA Title II	341

Item Description	Right Click Options
01 Missing Birthdate or outside 16-110	Student Population
02 Less than 12 Hours of Instruction	Class Records
02a Zero or Empty Hours of Instruction	Class Records
02b Total hours between 1-11 hours	Class Records
03 No Highest Year of School/Degree Earned	Student Population
03a No Highest Year of School	Student Population
03b No Highest Degree Earned	Student Population
03c Learners marked Degree or Diploma Earned but no Years of Schooling	Student Population
03d Degree earned marked as outside U.S., but not Highest Year of School	Student Population
04 No Gender	Student Population
05 No Race/Ethnicity	Student Population
06 Total Reported Labor Force Status	Student Records
06a Total 'Employed'	Student Records
06b Total 'Unemployed'	Student Records
06c Total 'Not employed not seeking work'	Student Records
06d Total 'Retired'	Student Records
06e Total missing Labor Force Status	Student Records
07a No Entry Record (Missing Student Enrollment)	Class Enrollments
07b No Update (Missing Enrollment Status)	Program Enrollments
08 No Pretest	Student Assessment
09 No Post-Test	Student Assessment
10 No Valid Paired Tests (Federal Table 4 and 4B only)	Student Assessment
11a Total eligible for NRS core performance follow-up cohorts	Student Population Student Records
11b Total eligible for NRS core performance follow-up cohorts but did not 'Exit program'	Program Enrollments Class Enrollments
12a Number eligible for Enter employment cohort	Student Records Program Enrollments
12b Eligible for Enter employment but did not exit program	
13a Number eligible for Retain employment cohort	Student Records Program Enrollments
13b Eligible for Retain employment but did not exit program	
14a Number eligible for HSE/high school diploma cohort	Student Population Student Records Program Enrollments Student Assessment
14b Eligible for HSE/high school diploma but did not exit program	
14c Qualified for high school diploma cohort with a pretest of 246+	
14d Qualified for ASE High (Indicated Placement Using Instructional Level ASE High)	
14e Qualified for high school diploma cohort but scored lower than 236 on all CASAS tests	
14f Enrolled in HSD program but did not qualify for high school diploma cohort	
15a Number eligible for Post-secondary cohort	Student Population Student Records Program Enrollments Class Enrollments Student Assessment
15b Eligible for post-secondary but did not exit program	
15c Qualified with highest degree earned = HSE, high school diploma, or some college, no degree	
15d Qualified with Passed HSE or Earned high school diploma on Update Record	
15e Qualified with enrollment in designated Transitions class	
16 Passed HSE or high school diploma on Update Record but did not place in any core performance cohort	
17 No Primary Goal	Student Records
18 No Secondary Goal	Student Records
19 Total Status Updates	Program Enrollments
19a Total "Retained in Program"	
19b Total "Left Program"	
19c Total "No show"	
19d Total Missing Update Status	
20 Work-based Project	Student Records
21 Learners with a pretest in the conservative estimate range	Student Records/Student Assessment
22 Learners with a pre-/post-test pair but less than 40 hours of instruction	Class Records/Student

