

# Annotated Release Notes

TOPSpro Enterprise 4.0 Build 33

11/08/22

## TOPSpro Enterprise:

- New:** Added 'Refugee' option to the list of **Personal Status Entries** in Student Records lister.

Records > Students > Records

**Personal Status Entries:**

<input type="checkbox"/> WIOA, Title I	<input type="checkbox"/> Enrolled in high school / K12	<input checked="" type="checkbox"/> Refugee
<input type="checkbox"/> WIOA, Title III	<input type="checkbox"/> Dislocated worker	<input type="checkbox"/> Other
<input type="checkbox"/> WIOA, Title IV	<input type="checkbox"/> Veteran	
<input type="checkbox"/> TANF	<input type="checkbox"/> Physically disabled	
<input type="checkbox"/> Other public assistance	<input type="checkbox"/> Learning disabled	

- New:** Added 'ConnectAble ID' column to **Student Demographics** lister. (NOTE: Feature applies to Iowa only).

Records > Students > Demographics

**Students**

New | Enroll | 4908 - Rolling Hills A

Student ID | Name

1665758 | Tywayne Ferreira Valdovinos

1665803 | Lizbeth Jasmin Almazan

1665903 | Luzmila Ester Rendon

Show Canvas Password  
Show Cell Phone  
Show City  
Show Communications  
Show ConnectAble ID  
Show Consumer/Student Status  
Show Data Sharing Consent Status  
Show Disabilities  
Show Earned Outside US  
Show Email  
Show Fax  
Show Federal Race  
Show First and Last Name  
Show First Name

User: Administrator 00

Columns | Sort | Delete

Ethnicity	Races	Native Lang
Hispanic or Latino	White	English
Hispanic or Latino	White	Spanish
Hispanic or Latino	White, American Indian	Spanish

3. **New:** Added 'Essay Prompt' to the default filter in the Tests lister.

### Records > Tests

... click on the Filter button...

The screenshot shows the 'Tests' lister in the TE system. The table lists tests with columns for Student ID, Duration (minutes), Name, Assessment Date, and Form. A 'Filter' dialog box is open, showing the 'Assessment Type' section. The 'Filter' dropdown is set to '(Default)'. The 'Assessment Type' section includes a list of assessment types with checkboxes: Fixed Form, Appraisal, Fixed Form Locator, Practice, EL Civics Additional Assessment Form, Observation, Long CAT, CAT Locator, Multistage, Survey, Field Test, Field Test Locator, Field Test Appraisal, Level Indicator, and Essay Test. The 'Essay Test' checkbox is checked. The 'Select all', 'Invert', and 'Clear' buttons are at the bottom of the dialog.

Student ID	Duration (minutes)	Name	Assessment Date	Form
7440518	16:44	Abdul...	9/16/2022	914M
7440518	15:02	Abdul...	9/16/2022	907R
7440518	37:31	Abdul...	9/21/2022	905R
7440518	29:27	Abdul...	11/4/2022	913M
7440518	38:57	Abdul...	11/4/2022	907R
7440518	48:43	Abdul...	4/16/2023	185R
7440518	25:16	Abdul...	4/16/2023	985L
7440518	58:48	Abdul...	5/4/2023	908R
7440518	29:26	Abdul...	5/4/2023	914M
7935282	43:01	Adan...	10/5/2022	905R
7935282	36:01	Adan...	10/5/2022	913M
4972240	01:00:21	Adelai...	9/9/2022	083R
4972240	31:38	Adelai...	9/9/2022	984L
4972240	59:33	Adelai...	2/4/2023	185R
4972240	25:28	Adelai...	2/4/2023	986L
4972240		Adelai...	4/12/2023	973S
3047621	01:01:18	Adelit...	9/18/2022	185R
3047621	27:12	Adelit...	9/18/2022	983L
3047621	01:01:31	Adelit...	11/4/2022	186R

4. **New:** Added link for **Student Documents** lister on the TE Start Page, under "How To" section.

### View > Start Page

The screenshot shows the 'Start Page' in the TE system. The 'How To' section is highlighted in yellow. It contains a list of tasks and links to various listers and wizards. A red arrow points from the 'Add student documents' task to the 'Student Documents Lis...' link.

Task	Link
Update status in class	
Add classroom or distance learning instructional hours	<a href="#">Class Records Lister</a>
Add attainable goals	<a href="#">Student Records Lister</a>
Add labor force status	
Add personal status	
Add special programs	
Add achieved results	
Add student documents like transcripts, certificates, waivers, and registration forms	<a href="#">Student Documents Lis...</a>
Scan answer sheets	<a href="#">Scanning Wizard</a>
Import data from a 3rd party system	<a href="#">3rd Party Import Wizard</a>
Generate Core Performance population	<a href="#">Core Performance Wiz...</a>

5. **New:** Added 'Other' value for **Student Documents'** Document Type

Records > Students > Documents

The screenshot shows the 'Student Documents' form in a web application. The 'Document Type' dropdown menu is open, displaying a list of options: Transcript, High School Diploma, Certificate, Employment, Postsecondary, Waiver to use SSN, Minor Permission, LEIS Form, Registration Form, and Other. The 'Other' option is selected, indicated by a red arrow. The form also includes fields for 'Student ID', 'Name', and 'Description'. The 'New' button is visible at the top left of the form.

Student ID	Name	Document Type	Description
003239613	Milca Yazmin Green	Other	
004038305	Givargis Newkirk Pellanda		
6581206	Cristian Olivia Texcucano		

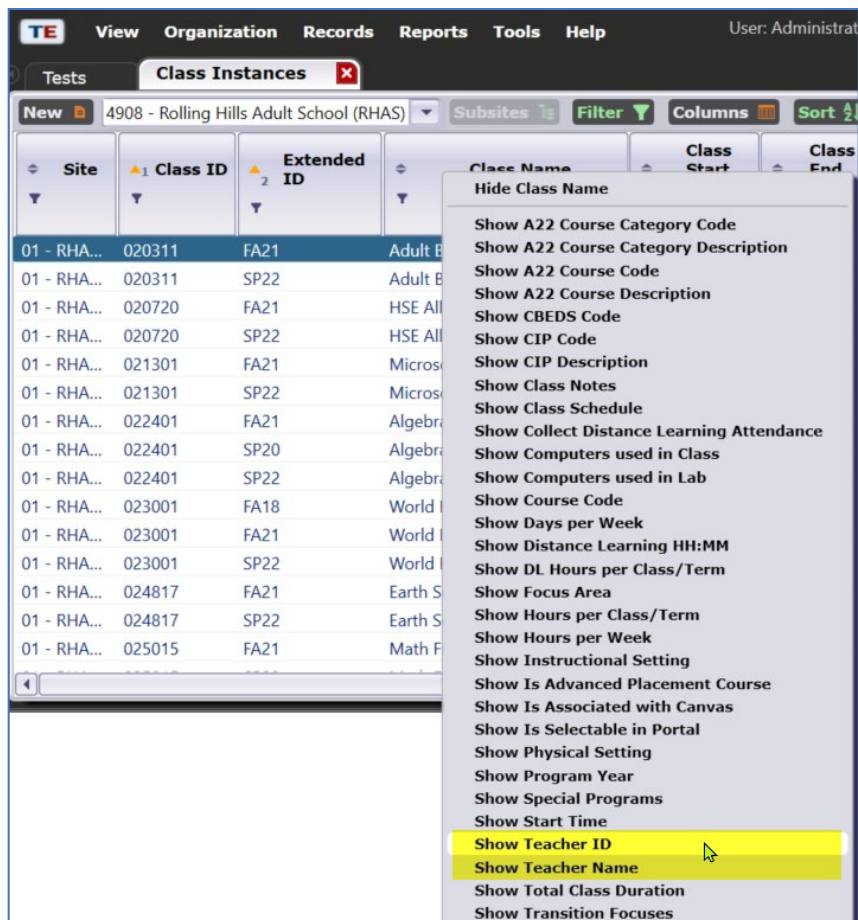
6. **New:** **Tests In Progress** lister under **Organization** menu that allows users to view current tests in progress, available for Data Manager users.

Organization > Tests in Progress

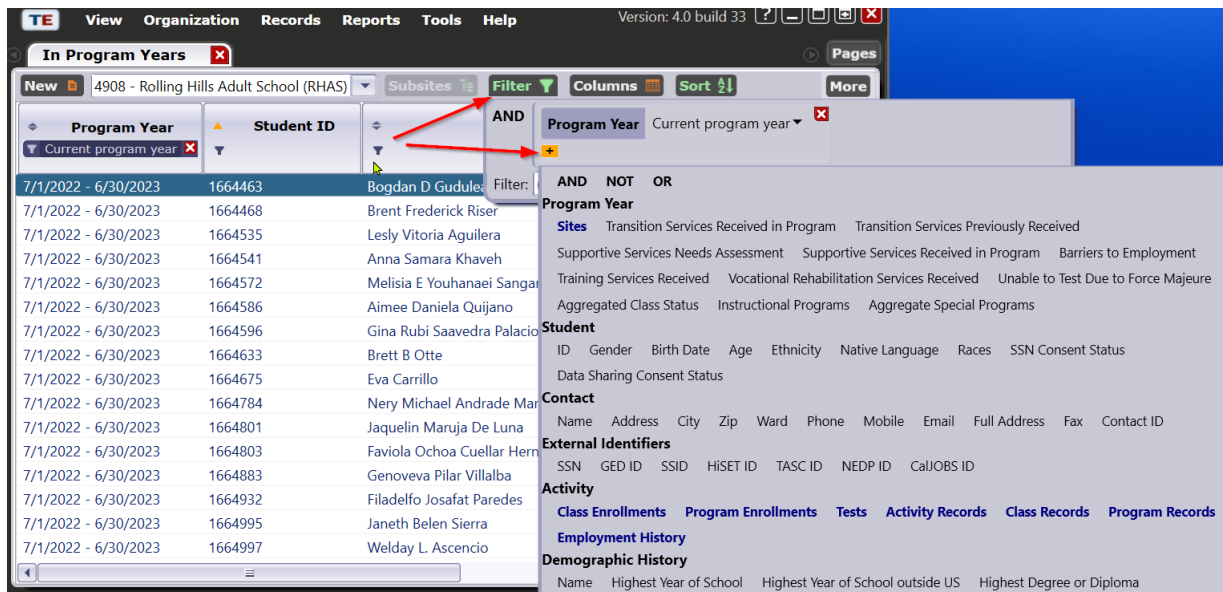
The screenshot shows the 'Tests in Progress' table in a web application. The table has columns for Agency ID, Student ID, Test Started On, Form, Answer Count, Last Answered On, and Class ID. The data is as follows:

Agency ID	Student ID	Test Started On	Form	Answer Count	Last Answered On	Class ID
1837	11071784	09/13/22 06:59:13	102R	1	09/13/22 07:00:44	
1837	10133777	08/17/22 06:25:41	187R	10	08/17/22 06:42:15	
1837	10004595	08/17/22 06:05:22	908R	9	08/17/22 06:33:51	

7. **New:** Added **Teacher Name** and **Teacher ID** columns to several class-related listers, including Records → Tests and Organization → Classes → Instances (and Enrollments).



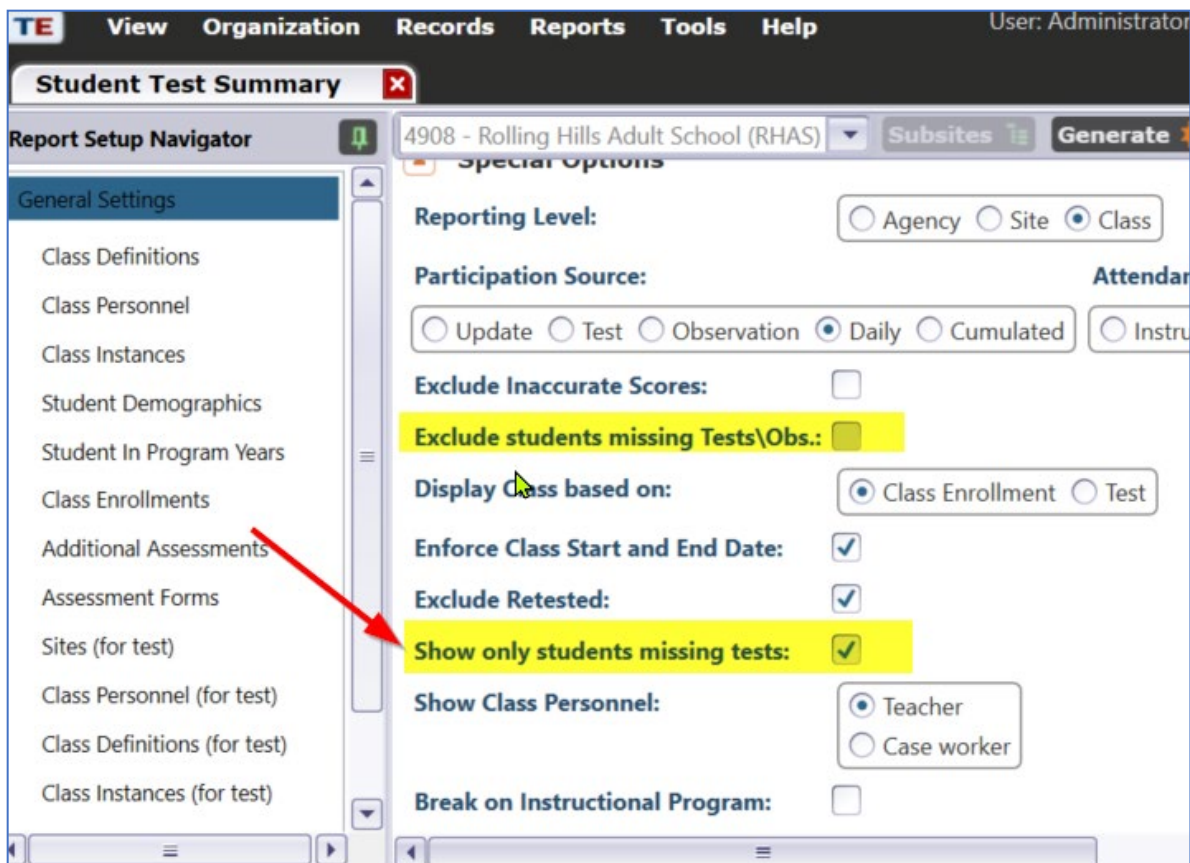
8. **New:** Revised and enhanced several lister filters with new categorizations and item reordering. (Existing user-customized schema still work as defined. Also, some listers have fewer columns by default which result in a cleaner display. Users can add columns with right-click).



9. **New:** Added option 'Show only students missing tests' to **Student Test Summary** report.

**Reports > Test Results > Test History > Student Test Summary**

Note: works as either/or with “Exclude students missing Tests/Obs.” checkbox. Can’t choose both.





**10. Updated/Field Testing:** Language tests now display the **Personal Score Report** at the end of the test.

Sample PSR for the Language test:

eTests Online					
Personal Score Report					
Janice Fera					
123456					
Modality	Test Form	Test Date	Total	Correct	CCR Language Level
Language	FT-US-LA-001	10/07/2022	20	10	C

Language Content Area	Total Items	Number Correct	Percent Correct
Nouns and Pronouns	4	2	50%
Verbs, Adverbs and Adjectives	7	5	71%
Phrases, Clauses and Sentences	4	1	25%
Punctuation	5	2	40%

**11. Updated:** Add Entry/Update record functionality for **Student Program Year** records to include **Site Enrollment** and **No Testing Due to Force Majeure**.

**Records > Students > In Program Years .... Select one.... Click “Add Entry/Update Record” button**

Note: It is located all the way at the bottom

TE View Organization Records Reports Tools Help

In Program Years 1665121 - Huynh Me... Entry/Update Record

Save Cancel Section List Collapse All (Default) Edit Schema

☐ Family/Child Care ☐ Emergency Financial Services

☐ Housing or Rental Assistance ☐ Federal Education Cash Assist.

☐ Personal, Financing, or Legal Counseling ☐ Other Supportive Services

Unable to Test Due to Force Majeure: ☒ N/A ☐ COVID-19

Other

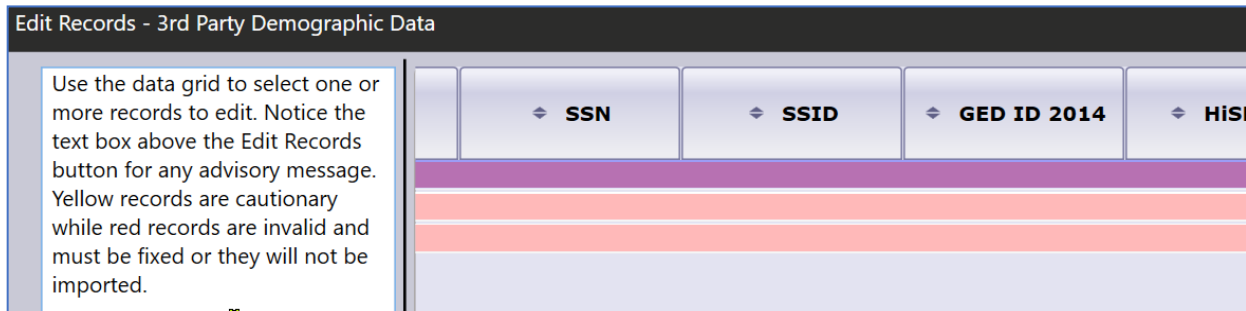
Annual Income Threshold: ☒ N/A ☐ Single person and income below the federal poverty level ☐ Married and combined income below the federal poverty level

Work Hours Per Week:  Hourly Wage:

**12. Updated:** Batch edit screen for **Student Program Year** records to include **Site Enrollment** field.

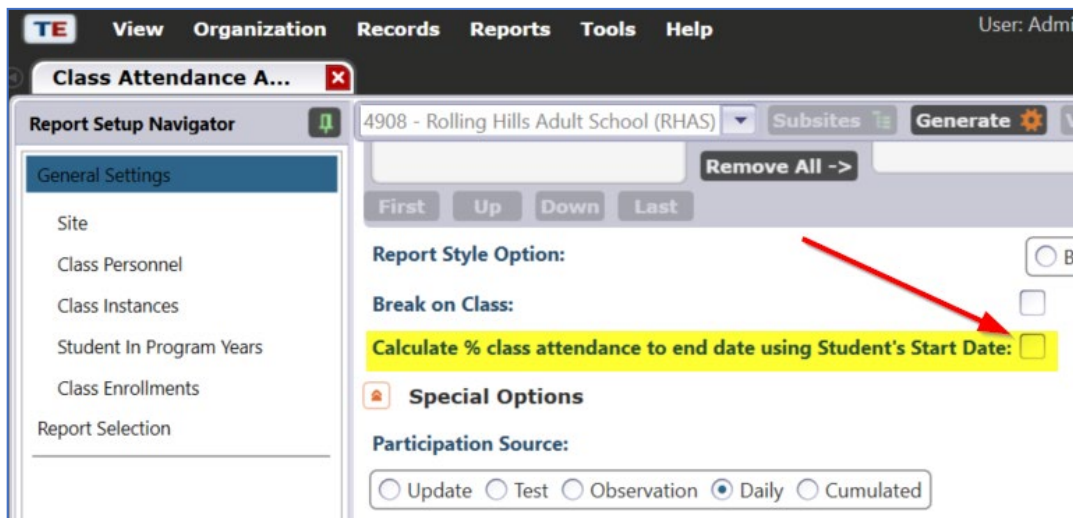
**13. Updated:** Enforcing SSN field length in **3rd Party Import** & scanning to 9 digits.

**Tools > 3<sup>rd</sup> Party Import ...**(for the DEM file):



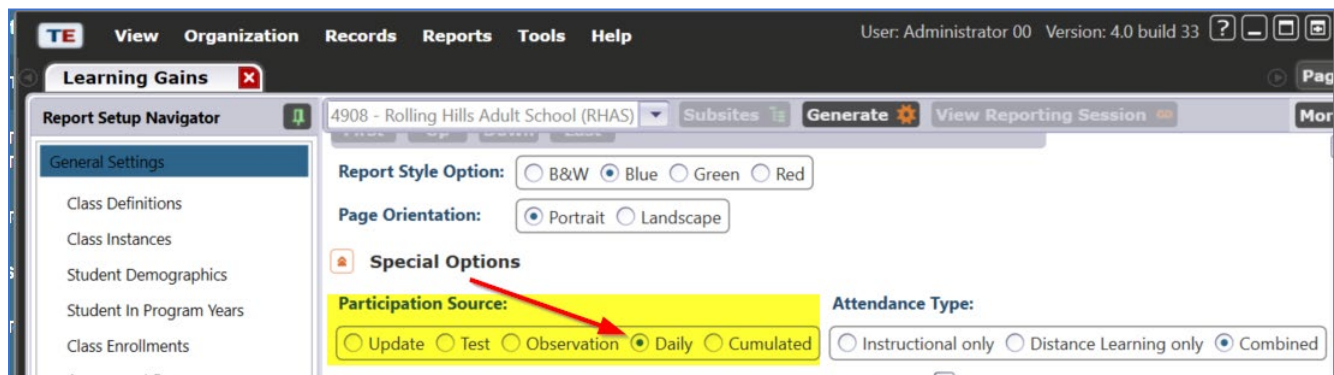
**14. Updated:** **Class Attendance Analysis** report with new option to compute class hours from student start date and not class start date.

**Reports > Demographics > Class Attendance Analysis**



**15. Updated:** **Student Learning Gains, Learning Gain Summary** and **Learning Gains Comparison** reports now have default 'Daily' for **Participation Source**.

**Reports > Test Results > Learning Gains**



## CASAS eTests Online:

**16. Fixed/Pilot Testing:** Level scale for Essay tests was causing **Personal Score Report** to be displayed incorrectly.

Sample PSR for the Essay Test:

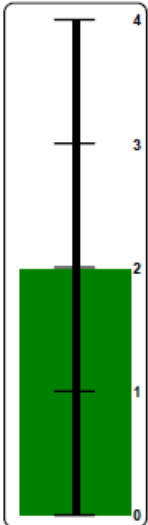
eTests Online

Personal Score Report

Janice Fera

123456

Modality	Test Form	Test Date	Score
Writing	902W	11/03/2022	2



Your score:

2

**Becoming a Better Writer**

Suggestions for Improvement:

<b>Main Idea</b>	When you write, make sure your main idea is clearly stated in the beginning. Focus on your main idea throughout the entire essay. Make sure that you include enough details and examples to support your main idea. Also, explain everything in your essay clearly so that the reader is not confused about what you mean. Extra information will help the reader understand what you are writing about.
<b>Organization</b>	Keep working on putting your sentences together in an organized way, so that your ideas are easy to follow. Using transition words will help to smoothly connect your ideas to each other.
<b>Word Choice</b>	Try to reduce the number of word-choice errors in your writing. Make sure that you are using words correctly, so the meaning is always clear. Also, use a variety of words and sentence structures in your writing. Avoid repetition where possible.
<b>Grammar &amp; Mechanics</b>	Try to use more complex sentence structure throughout your essay. Also, continue to check your sentences carefully and fix any errors in grammar, spelling, capitalization, and punctuation. Fixing these errors will help the reader understand what you are saying.