

MINUTES CRYSTAL REPORT USER GROUP

Meeting date: June 13, 2008

Location: ETR Marlborough

Attendees: Cholthanee Koerajna, Cynthia Krusen, Gail Rossiter, Joan Boucher, John Greene, Leslie Abramowitz, Linda Bass, Marie Meibaum, Matt Burke, Mike Doak, Mo Iorio, April Carvalho, Elizabeth Vega, Steve Trudeau, Steve Trueman, Tim O'Connor, Tom Thatcher

Recorder: Matt Burke

MOSES Updates & Reminders

- 4th Quarter data will be drawn on the first weekend of July.
- Data for the annual report will be drawn August 15th.
- Use the performance review tool and the Career Center Performance Report booklet to review your data.
- 3rd Quarter review shows Adult and Dislocated numbers are OK.
- There are low Youth Entered Employment rates and Credential rates in several regions.
- Earnings Gain -> Make sure you enter education outcomes.
- If we were using Common Measures the Literacy Numeracy rate for the state would be very low. The problem is mainly getting the kids back to take the post test. Also make sure the data entry is done and that the Scale Score is there. If EFL is not on the screen then something is wrong.
- Pre Tests for the Lit/Num measure are valid up to 6 months prior and 60 days after registration.
- 'Crystal Reports with the MOSES Database' training to be held on July 25th.

Tech Talk

Linda Bass Demo #1 – How to use Group Selection in Crystal

- Group Selection is similar to using a subquery. It allows you to select from data brought into the report in the Record Selection.
- A good use is to find individuals who are new this year. First bring in all records using Record Selection and then narrow down to new records by using Group Selection.
- Also is useful for finding individuals who have not had a specific service.
- Linda's demo displays Job Seekers who have not attended an orientation. She uses a formula to return 1 where the Service Type or Result is related to an orientation event. She then uses Group Selection to select only groups where the sum of her formula is equal to zero.
- Linda also showed how this report can be modified to show all Job Seekers who have not attended orientation **and** have an approved service. To do this, add a new formula that returns 1 if there is an approved service. Then use the sum of this formula in the group selection.

Linda Bass Demo #2 –

- Linda's second demo displays customers in the Applicant Program table that are not in the Adhoc Title1 table.
- These customers could affect federal performance. Any exited after March 31, 2006 will show up in performance.
- This report uses a command. A Minus Statement subtracts everyone from the Applicant Program table that is in the Adhoc Title1 table.

Crystal Reports Peer Critique ("Rip it Apart")

Tom Thatcher's Description of His Report

- CareerPoint and Futureworks collaborate on the Hampden County Re-Entry Program to serve ex-offenders in job search
- The joint project necessitates a mirroring of Career Center Specific Program buttons that represent the following at each career center:
 - A global Re-Entry Program button into which all re-entry customers are enrolled and 5 sub-programs:
 - PRC – Pre-Release Center
 - Main Institution RE-Entry Unit
 - DRC – Day Reporting Center
 - AISS – After Incarceration Services
 - Shannon Grant
- After 3 years of the program, we discovered that about 10% of all enrollees were now active in 2 or more of the sub-programs, because an effort was never made to exit from one sub-program prior to enrolling in another sub-program
- This led to duplicate counts of individuals and services in the monthly activity reports generated for each sub-program
- The report is designed to identify only those Re-Entry customers who are simultaneously actively enrolled in 2 or more of the 5 sub-programs
- The report shows the enrollment and/or exit date from the Re-Entry global program and each of the 5 sub-programs
- The report highlights in **bold** the most recent date of enrollment to easily see which sub-program the customer currently should be kept active in, allowing us to exit from previously enrolled programs.

Linda's Version of the Report

- Use cross-tabs instead of the multiple groups.
- Use just one copy of the Applicant Programs table.
- Link Applicant Programs table to the Program History table to get the program enrollment dates.
- Use a nested maximum statement to find a maximum of maximums.
- Note: When using a suppression formula do not check the Suppress Check Box. Whatever the status of the check box will be the default status.

Next Meeting: August 15, 2008