

Virtual OneStop® / Virtual LMI Feature Enhancement Release Notes in V15.0 R7 (from V14.0)

The enhancements to Virtual OneStop®, in version 15.0, include many significant areas of improvement for all users for easy access to and control of their feature navigation, as well as many improvements for each specific user type (Individuals, Employers, Staff, Analysts, and Administrators). The very brief summary below is followed by tables to indicate the full feature enhancements, organized by the user type and default path in the system. The left column of each table includes an indicator for whether the enhancement is *Base* or *Configurable*. For a list of all configuration settings enabled for your specific site, contact your Project Manager.

- **Individual User:** Individual users have more options and prompts in many areas, with a particular focus on improvement to the individual dashboard widgets, job search parameters, job detail displays, career ladder, and Résumé Builder enhancements. These enhancements include:
 - **New Dashboard widgets** include an enhanced Labor Market Services widget (linking to the Education Profile) and a Current Events widget (listing upcoming events by each event group).
 - **New Job Order Details page** to display job order details from search results, which displays a series of icons for key job characteristics and requirements. From this icon-oriented summary view, users can apply for the job, and access the other links and information of the traditional job order details screen.
 - **Tools & Technology**, which was added in v14 for identification on the Background tab and resumes, is now thoroughly integrated in all of the individual's capabilities. This includes the ability for individuals to: define and save their Tools and Technologies at different points (including from a job details screen), search for jobs where employers require specific tools and technologies as part of the job postings, and see the tools & technologies in job details, as part of the job's Skills area, as well as in "How I Match Up" icons and assessments.
 - **Mini registration for job fairs**, which was introduced in v14, is enhanced and can be made available from the home page to job seekers, or from staff left navigation menu, to let them manage individuals.
- **Employer User:** Employer users have enhancements to initial registration, dashboard widgets, job order creation for Tools and Technologies, and WorkKeys, and new abilities for defining a *Company Profile* area for branding/logos. :
 - **Dashboard widget changes** include an enhanced My Recruitment Plan (with jobs created and resumes viewed) and Labor Market Services widget (linking to the Education Profile).
 - **Job Order Enhancements**, to integrate the newest Tools & Technologies and WorkKeys throughout labor exchange, including additions to a job order's requirements and matches to a candidate's capabilities.
 - **Employer Summary Profile and loading of branding/logo files**, for displaying the new *Employer Summary Profile* (including company logo and posted jobs) on external company sites, and uploading images for the Employer Summary Profile, as well as for online job details.
 - **Employer Documents Tab**, to include scanning or uploading documents with the basic Document Management capabilities that are similar to the Individual Documents tab.
- **Staff User:** Staff members will have numerous additional capabilities in version 15, including the following enhancements:

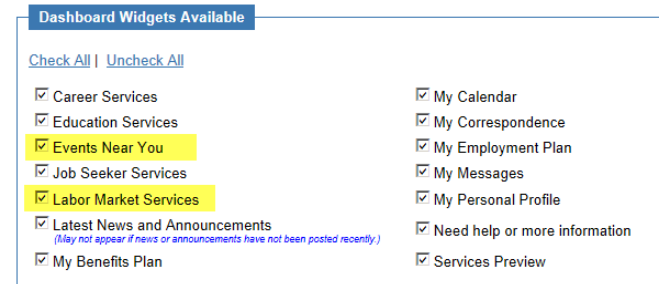
▪ Updates to Active Case Load and LMI Services Widgets	▪ Updates to registration screens	▪ A rebuilt Common Intake Wizard
▪ Dashboard widgets (e.g., Case Load, Report Indicators)	▪ SNAP E&T Program components	▪ Mini-Registration
- **Admin User:** Several enhancements have been added to the system-setting parameters, as well as to the staff and the administrator system privileges, providing a wider range of control of how the system is used.
 - **Staff Privileges page has been changed to 3 tabs** – the previous Admin page for managing a staff members account and access privileges has been divided into 3 tabs. This includes a Preferences tab where administrators can set the staff member's preferences (such as default landing pages) and a separate Privileges tab with quick links to add privileges.
 - **Add Highest or Lowest privileges to a user for each area** – Ability to add the highest (maximum) or lowest (minimum) privilege levels for the entire page, for each group/area is possible from the third Staff Privileges tab for staff settings. The similar capability also exists on the pages for Privilege Group settings to help quickly define user group/role privileges.
- **Analyst User:** Several features introduced in version 14 (e.g., some Highchart graphs, improved maps, and conversion of pages to .NET) have been extended to all pages. Registered analysts now have even wider abilities for configuring their dashboard for preferences that include Highcharts in the dashboard widget displays. A quick summary of the improvements includes:
 - **Enhanced My LMI Dashboard (with more customizable widgets)** – Quick access is enhanced through more widgets with configurable data that includes new Highcharts for some widgets, and includes four new widgets.
 - **Replacement of Silverlight** with improved Esri ArcGIS Maps and Highsoft AS Highchart graphs and charts.
 - ✦ **New Esri ArcGIS Maps used throughout** – All maps now use an enhanced, Esri ArcGIS Online mapping platform, which supports multiple browsers/platforms, and provides the analyst with more annotation tools and mapping display options (such as variable heat map displays).
 - ✦ **New Dynamic Highcharts used throughout** – All graphs/charts now use enhanced Highcharts, which provides a wider ranges of flexible, user-friendly and interactive charts and graphs (including use of multiple axes, tooltip labels, and date/ time axis).
 - Conversion of all remaining classic Historical Data Analysis pages to .Net, which will provide all Data session pages with abilities for:

- ✦ **Flexible display/selection tools** – All sessions under Historical Data Analysis are loaded quickly based on the default parameters, and analysts can change the display selection for just one of the search criteria (e.g., area, time, occupation, or industry) without the need to redefine all three.
- ✦ **Flexible Displays** – Analyst can expand or adjust displays through a friendly presentation that includes access to related LMI facts, profiles, and graphic and visualization tools.
- **.Net Conversion of LAUS UI data** – Conversion that includes Highchart and ESRI maps, and division into two separate data sessions/options.

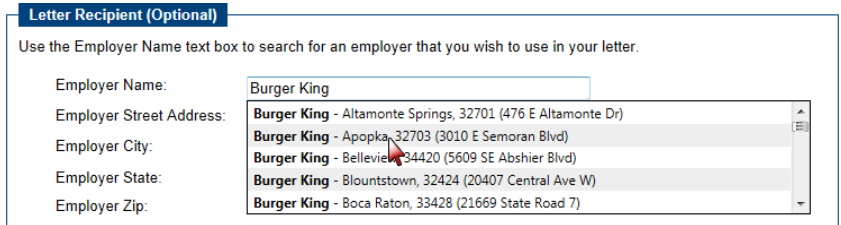
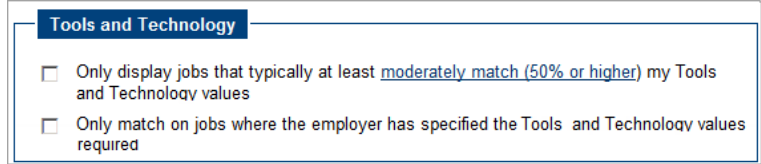
Note: *In some instances, a [link](#) to a figure is included in the description (when a graphic may help). Users reviewing these notes should also review Version 14.0 Feature Enhancements notes (if moving up from versions before 14.0). Many features enhanced for v15.0 may have also been implemented in a later deployment of 14.0 for specific customers.*

Individual User


Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
My Workspace> My Dashboard <i>Base</i>	Dashboard Widgets	[Additional Widgets, Widget Configuration]	<p>The Dashboard widgets have been enhanced to give job seekers additional widgets for quickly viewing current events, upcoming events in the individual's area, events by event category, and for accessing the new Education Profile in Labor Market Services.</p> <ul style="list-style-type: none"> The <i>Current Events</i>, or <i>Events Near You</i>, widget is an alternate view of the Events Calendar (which can also be viewed from the link at the bottom of the My Calendar widget). The Current Events widget displays a quick breakdown of the number of available events for each event type. Each category and number indicates the current month's events of that type associated with the individual's local office. An individual, entered as a guest, will need to supply their zip code and click these links to see the associated events. The <i>Labor Market Services</i> widget now includes the Education Profile for accessing LMI data on education programs in an area.



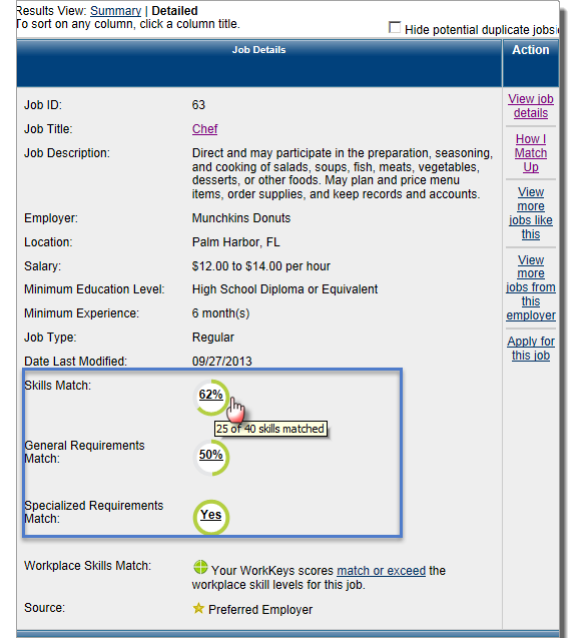

Individual User

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My Workspace <i>Base</i>	My Resources > My Correspondence	My Letters > Create New Letter	<p>The optional Letter Recipient portion in the Letter Builder function lets individuals who are drafting a letter to an employer use an Employer Search feature at the top of the screen to identify the desired employer recipient. They can type in a portion of the employer name and select from an auto-populated list to choose the employer to whom they want to send the letter. The Search List is derived from InfoGroup and Preferred Employer registrations. The system's predictive text feature will list several options. If one of the options is the correct employer, individuals can click the employer's name and the system will fill all the Letter Recipient fields automatically (i.e., Name, Address, City, State, and Zip).</p> 
Quick Menu <i>Base</i>	Job Search > Advanced Job Search tab & Job Search by Skills tab	Tools & Technology area for matching criteria	<p>The job seeker's saved Tools & Technology skills (defined from their Assessments tab or Background tab), is now integrated with the Tools & Technology skills that are identifiable as a parameter in job searches. Tools & Technologies can be selected from the Advanced Job Search or the Job Search by Skills tabs to find any jobs where Tools & Technologies skills are identified as a requirement by the employer. This ability in job search will match specific Tools and Technologies, which can now be identified, and required, as part of an employer's creation of preferred job orders.</p> <p>The job seeker can search and match jobs by their own Tools & Technologies (just as they can by their own job skills), and they can choose to closely match, moderately match, or loosely match to the required or typical skills (70%, 50% or 25%).</p> <p>For Tools & Technologies skills, the individual can choose to <i>only</i> match on jobs where the employer has specified required Tools and Technologies, or to match the Tools and Technologies typically required (based on the associated occupations for job postings).</p> <p>If the job seeker has no defined Tools or Technologies, the initial link will let them define their own Tools & Technologies from this search area.</p> <p>See Enhanced Job Search , Tools and Technology for a more detailed screen sample.</p> 




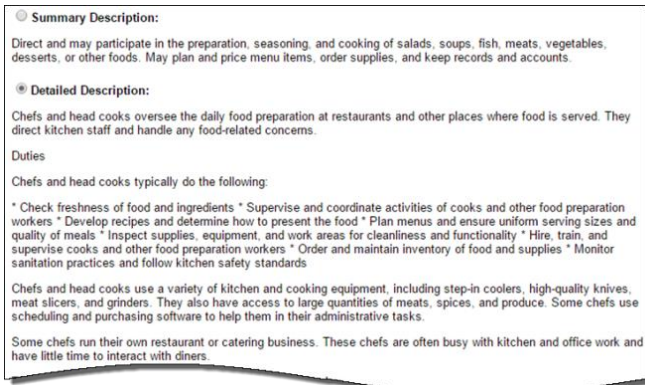
Individual User

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Quick Menu <i>Base</i>	Job Search > Advanced Job Search tab & Job Search by Skills tab	<i>Search Results, Job Details, Matching Tools & Technology Data Matching</i>	<p>Whether individuals use the new Tools and Technology criteria for job searches (as mentioned above) or they perform job searches using other criteria, the full Skills Required area of the Job Details screen will now include icons and matching information for the Tools & Technology data (as part of the Skills Match in search results).</p> <p>The Skills Required area will, as applicable, display the data items matched to the Tools or Technologies required by the job posting, or matched to those typically required by the occupation. This includes Tools and Technology listed via the  How I Match Up option (shown above). See Tools & Technology Job Search Results for a more detailed screen sample.</p> <div><div>Skills Match</div><div>The table below summarizes how your skills compare with those required for this job or typically associated with Chefs and Head Cooks.</div><table><thead><tr><th>Compare Item</th><th>Compare Value</th><th>Match</th></tr></thead><tbody><tr><td>Job Skills</td><td>Your job skills appear to match 10 out of 109 (9.2%) of the skills required by this employer.</td><td>9%</td></tr><tr><td>Workplace Skills</td><td>Your WorkKeys scores do not match the workplace skill levels required by this employer.</td><td>Yes</td></tr><tr><td>Tools and Technology</td><td>Your Tools and Technologies appear to match 22 out of 90 (24.4%) of the Tools and Technologies required by this employer.</td><td>24%</td></tr><tr><td>Personal Skills</td><td>Your personal skills appear to match 12 out of 35 Click here to view these Tools and Technologies Chefs and Head Cooks.</td><td>34%</td></tr></tbody></table></div>	Compare Item	Compare Value	Match	Job Skills	Your job skills appear to match 10 out of 109 (9.2%) of the skills required by this employer.	9%	Workplace Skills	Your WorkKeys scores do not match the workplace skill levels required by this employer.	Yes	Tools and Technology	Your Tools and Technologies appear to match 22 out of 90 (24.4%) of the Tools and Technologies required by this employer.	24%	Personal Skills	Your personal skills appear to match 12 out of 35 Click here to view these Tools and Technologies Chefs and Head Cooks.	34%			
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Quick Menu <i>Base</i>	Job Search <i>[Search Results]</i>	Results - Details List <i>[Key Match]</i>	<p>The Key Match field that is displayed in the full, detailed listing of job search results now includes both the numeric value and the number definition for the criteria match that was made in each job that is listed.</p> <div><div>Job Details</div><div><table><tbody><tr><td>Job ID:</td><td>36384323</td><td>View job details</td></tr><tr><td>Job Title:</td><td>Executive Chef</td><td>How I Match Up</td></tr><tr><td>Job Description: (Partial description)</td><td colspan="2">... Chef with back-ground in high-volume upscale fine-dining expertise. In depth expertise with fine steps, guest attention, up-selling and...</td></tr><tr><td>Source:</td><td>Private Job Board</td><td></td></tr><tr><td>Site:</td><td>eBay Classifieds</td><td></td></tr><tr><td>Key Match:</td><td colspan="2">2 - The keyword or phrase was in the job title</td></tr></tbody></table></div></div>	Job ID:	36384323	View job details	Job Title:	Executive Chef	How I Match Up	Job Description: (Partial description)	... Chef with back-ground in high-volume upscale fine-dining expertise. In depth expertise with fine steps, guest attention, up-selling and...		Source:	Private Job Board		Site:	eBay Classifieds		Key Match:	2 - The keyword or phrase was in the job title	
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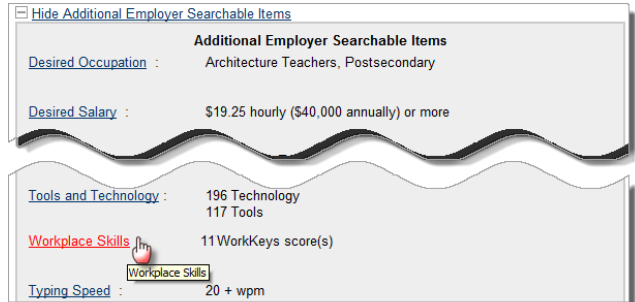
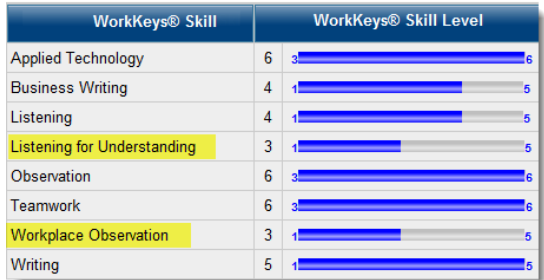
Individual User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Quick Menu <i>Base</i>	Job Search <i>[Search Results]</i>	Search Results List - Detailed View <i>[Requirements Match, Display Enhancement]</i>	<p>A new, user-friendly version of the Job Order Details screen has been added in version 15. Along with the new Job Order Details screen, the job search results list has also been enhanced to show more information about the job matches.</p> <p>In the Detailed View of the search results, this includes link to three types of matches, which are listed in a circle as percentages (or as Yes or No):</p> <ul style="list-style-type: none"> • <i>Skills Match</i> indicates the percentage of job skills matched (instead of displaying the “X of Y skills”). • <i>General Requirements Match</i> indicates the cumulative percentage match for several requirements of the general requirements that can be measure in quartiles or percentages (e.g., Occupation, Education, Work Experience, Location, and Salary). • <i>Specialized Requirements Match</i> indicates a Yes or No for several requirements that can be matched with Yes or No when required by the employer (e.g., Shift, Minimum Age, Driver’s License, Typing Speed, Security Clearance, Language Proficiency). 
Quick Menu <i>Base</i>	Job Search <i>[Search Results]</i>	Search Results List - Summary View <i>[Requirements Match, Display Enhancement]</i>	<p>As in the Detailed View of the search results, the summary view includes links to three types of matches, which are listed in a circle as percentages (or as Yes or No). These are three columns in the Summary view:</p> <ul style="list-style-type: none"> • <i>Job Skills Match</i> indicates the percentage of job skills matched. • <i>General</i> indicates the cumulative percentage match for several requirements. • <i>Specialized</i> indicates a Yes or No for special requirements that can be matched with Yes or No. <p>Each of the circles can be clicked to open the related matching details that are also available from the How I Matchup link. See Job Order Search Results Displays for a more detailed screen sample.</p> 





Individual User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Quick Menu <i>Base</i>	Job Search <i>[Search Results]</i>	Job Order Details Page <i>[Job Order Display Enhancement]</i>	<p>A new Job Order Details screen will display when a specific job title is clicked from the job search results. This will display a series of icons to depict the job's characteristics as well as a job description and high-level requirements match. Users can then apply for the job from this screen or they can click links to expand the job order details for more information.</p> <p>This new Job Order Detail view displays icons for quick visual identification of job requirements and job properties that are identified in the job. Many of these icons may display for preferred jobs. When the information is identified, it will also display for the spidered jobs.</p> <p>From this Job Order Details page, individuals can:</p> <ul style="list-style-type: none"> Click on any Job Requirements icon to expand job details and focus the screen to details for that icon. Click the  Show Additional Job Information control to expand the page and display the full job details (including full In-Context LMI data). Click the standard  How I Match Up to see a Match Up details each of three areas/groups related to job matching (Skills Match, General Requirements Match, and Specialized Characters Match). <p>See examples of Job Order Details in the figure Job Order Details Display and Job Order Details Display (Expanded).</p> 
Quick Menu <i>Base</i>	Résumé Builder	Résumé Preview/Edit Page <i>Required Job Duties Textbox</i>	<p>An enhancement allows the individual to use the job duties for employment history (as part of the resume creation) to be pre-populated from either O*NET occupational outlook handbook (detailed description or summary description). They can select either one using a radio-button selection.</p> <p>Note: <i>This was added for many customers in a later deployment of version 14.</i></p> 


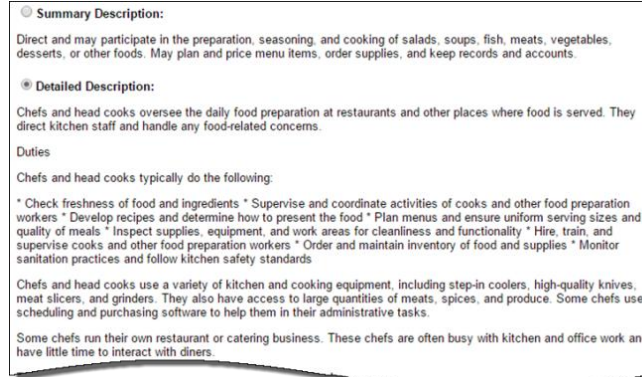
Individual User

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Quick Menu <i>Base</i>	Résumé Builder	<i>[Résumé Display Enhancement for Searchable Items]</i>	<p>The two additional WorkKeys skills for <i>Work Observations</i> and <i>Listening for Understanding</i> (which were added in version 14, as part of the Workplace Skills assessments), are now searchable by employers from their Résumé Search by Skills tab. Along with this addition, the individual can see the two added Workplace Skills reflected in the number for the WorkKeys scores(s) and in the details displayed from the Workplace Skills link that is at the bottom of their Résumés display screen. This screen is seen when individuals expand the Additional Employer Search Items link that is near bottom of the displayed résumé.</p> 																		
Quick Menu <i>Base</i>	My Portfolio, My Individual Profiles	<i>Self-Assessments Profile, Workplace Skills Tab</i>	<p>The two additional WorkKeys skills for <i>Work Observations</i> and <i>Listening for Understanding</i> were added in version 14, but may display for some customers first in version 15, as party of their deployment, if it includes Workplace Skills assessments. The two added skills are integrated into labor exchange and Employer functions in version 15.</p>  <table><thead><tr><th>WorkKeys® Skill</th><th>WorkKeys® Skill Level</th></tr></thead><tbody><tr><td>Applied Technology</td><td>6</td></tr><tr><td>Business Writing</td><td>4</td></tr><tr><td>Listening</td><td>4</td></tr><tr><td>Listening for Understanding</td><td>3</td></tr><tr><td>Observation</td><td>6</td></tr><tr><td>Teamwork</td><td>6</td></tr><tr><td>Workplace Observation</td><td>3</td></tr><tr><td>Writing</td><td>5</td></tr></tbody></table>	WorkKeys® Skill	WorkKeys® Skill Level	Applied Technology	6	Business Writing	4	Listening	4	Listening for Understanding	3	Observation	6	Teamwork	6	Workplace Observation	3	Writing	5
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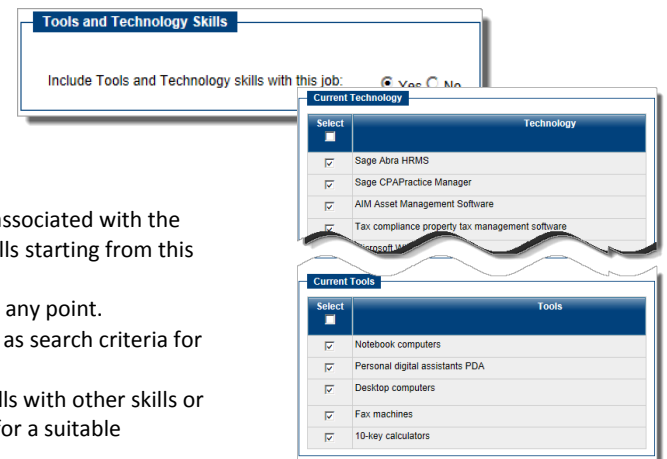
Individual User

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Services for Individual <i>Base</i>	Career Service	<i>Your Career Match</i>	<p>The new Career Service option lets individuals review how their background and skills match up to their desired occupation.</p> <p>This option provides a quick description of the match of the individual's desired occupation to their background data specifically for:</p> <ul style="list-style-type: none"> • Their salary requirements • Their current level of education • Their work experience <p>Note: <i>If an individual has not identified their salary requirements, education, and job experience in their background information, they may not see useful information in matches on this screen. If there is no LMI data for the typical requirement (e.g., if the individual's desired occupation is Boilermaker, in a geographic region that has no data on Boilermakers), a pie chart will not display with match level. The text will indicate that there is no data for that requirement.</i></p> <div data-bbox="1102 341 1995 690"> <p>Your Career Match</p>  <p>The following indicates how well your background matches your desired occupation of Chefs and Head Cooks.</p> <p> The average salary of Chefs and Head Cooks in Pinellas County was \$43,218 a year in 2012. This meets your desired salary of \$9.50 hourly (\$20,000 annually) or more. There are currently 2 jobs in Pinellas County that meet these salary requirements. In addition, there are 13 jobs that have no salary posted.</p> <p> Your education level of Bachelor's Degree appears to match or exceed the typical education requirements (Bachelor's Degree) of the jobs in Pinellas County for Chefs and Head Cooks. There are currently 2 jobs in Pinellas County where you meet the required education level. In addition, there are 13 jobs that have no education requirement posted. View the education programs locally available to Chefs and Head Cooks.</p> <p> Your work experience of 0 months does not appear to meet the typical experience requirements (60 months) of the jobs in Pinellas County for Chefs and Head Cooks. There are currently 0 jobs in Pinellas County where you meet the required experience. In addition, there are 14 jobs that have no experience requirement posted.</p> </div>

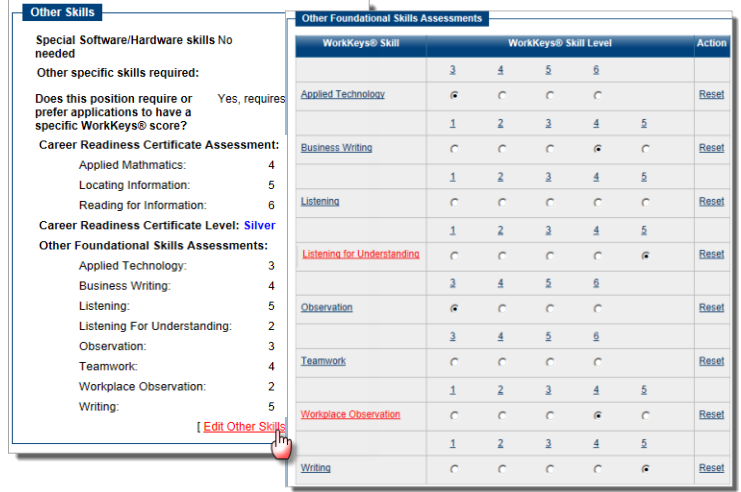
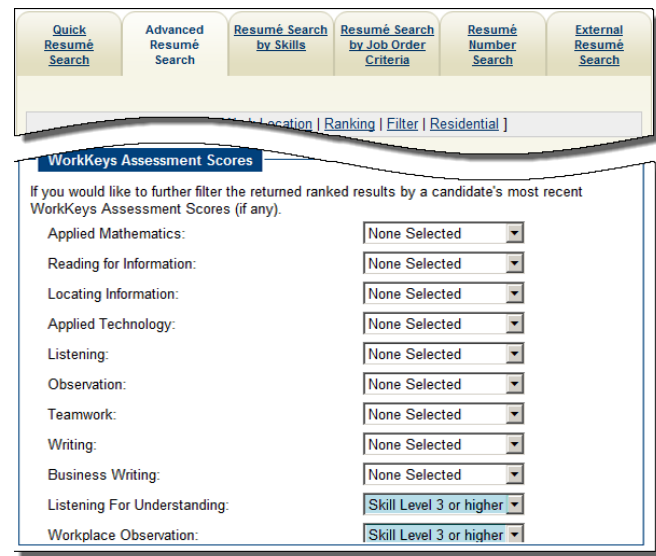
Employer User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
My Workspace> My Dashboard <i>Base</i>	Dashboard Widgets	[Additional Widgets Options]	<p>The Dashboard widgets have been enhanced to give employers more access and options for quick information, including viewing the job orders created and viewed by individuals, accessing the full Job Order Plan, and accessing the new Education Profile in Labor Market Services.</p> <ul style="list-style-type: none"> The <i>My Recruitment Plan</i> widget (introduced in late version 14) is an alternate view of job orders created and viewed by job seekers, and a quick access to the Job Orders tab (and all of the Job Order Plan). It also provides quick access to all of the resumes the employer has viewed (in their Search History Profile). The <i>Labor Market Services</i> widget now includes the Education Profile for accessing LMI data on education programs in an area. 
Quick Menu <i>Base</i>	Manage Jobs	Job Order Tab <i>Create Job Order</i> <i>[Identify Required Job Duties Text Box]</i>	<p>As part of creating or editing a job order, when adding the job description (step 4), an employer can click a link below the description box to <u>Insert Sample Text</u>. The system will display options to automatically fill the text box with that Summary Description or the Detailed Description, using the job duties for the job to be pre-populated from either the occupational outlook handbook Detailed Description or from O*Net summary description. Either description can be selected using a radio-button selection.</p> 

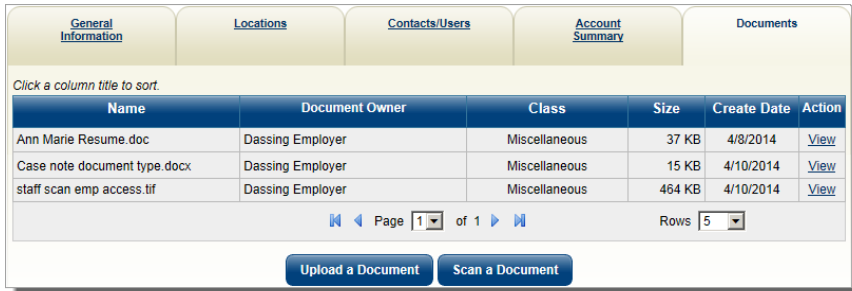
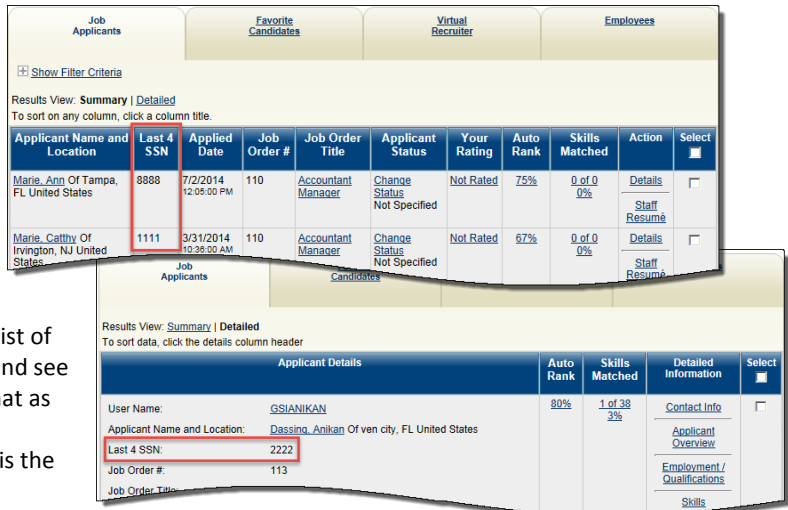
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Quick Menu <i>Base</i>	Manage Jobs	Job Order Tab <i>Create Job Order</i> <i>[include Tools & Technologies]</i>	<p>As part of creating or editing a job order, when adding the job skills (step 5), an employer can also choose to Include Tools and Technology skills with the job. This additional ability lets the employer:</p> <ul style="list-style-type: none"> • Add the Tools and Technology skills associated with the O*Net occupation code, or adjust skills starting from this list. • Edit the Tools or Technology skills, at any point. • Use the skills associated with the job as search criteria for finding a suitable candidate/résumé. • Combine the Tools or Technology skills with other skills or other criteria, in advanced searches for a suitable candidate/résumé. 
Quick Menu <i>Base</i>	Manage Jobs	Job Order Tab <i>Create Job Order</i> <i>[Other Skills – WorkKeys]</i>	<p>The two additional WorkKeys skills for <i>Work Observations</i> and <i>Listening for Understanding</i> (which were added in version 14, as part of the Workplace Skills assessments), are now integrated on the employer side. The system displays the two new assessments on job orders, job order templates, employer search for resumes, and the skills tab for candidates and applicants.</p> <p>Employers can select or edit the WorkKeys skills associated with a job and include values for these two WorkKeys skills as part of the job requirements. They can also select them in resume searches by skills, and advanced resume searches with multiple criteria.</p>

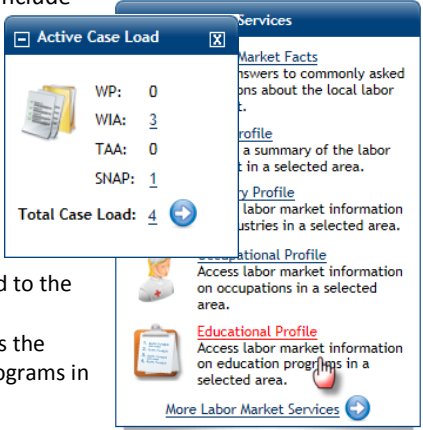
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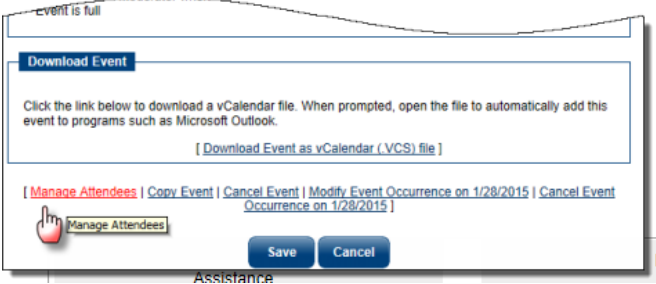
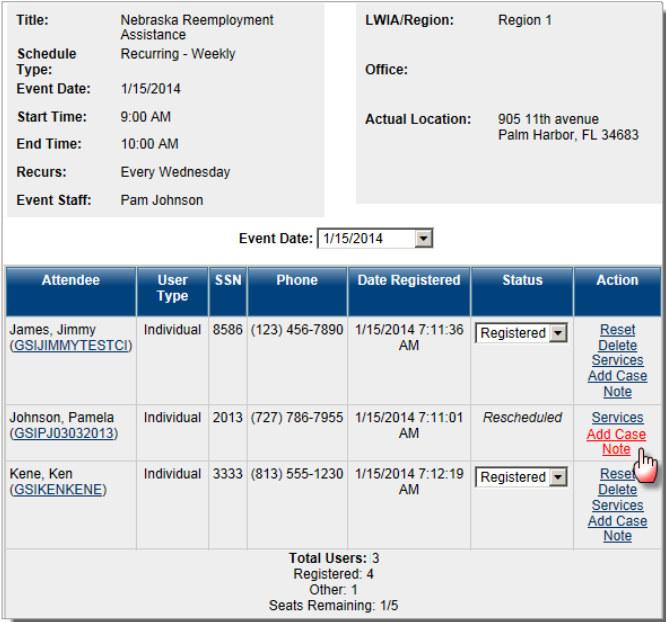
Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
			<p>When employers review resulting job candidates and job applicants, they can also select to see these values for the candidates in their details from the search results (in the Skills tab for their job applicants).</p> <p>The two new WorkKeys skills will show up in all related screens (i.e., for copy job order, copy job order template, create template from job, and create job from template).</p> 
Quick Menu <i>Base</i>	Candidate Search	Advanced Résumé Search Tab, WorkKeys Assessment Scores <i>[Email this résumé link]</i>	<p>The Advanced Résumé Search tab includes the two additional WorkKeys skills for <i>Work Observations</i> and <i>Listening for Understanding</i> as part of the WorkKeys assessment scores which can be defined for filtering search results in an advanced resume search. Employers can search for potential candidates with these scores included in the assessments, along with other search criteria used for ranking and filtering the candidates.</p> <p>A candidate's WorkKeys information displays when the employer selects Details from the Action column in the search results, and selects Workplace Skills as the skills to display from the drop-down control on the Skills tab for that candidate.</p> 

Employer User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Quick Menu <i>Base</i>	Employer Portfolio > Employer Profiles > Corporate Profile	Documents tab <i>[new Company Profile area for branding/logos and summary information]</i>	<p>The employer's Corporate Profile includes a Documents tab similar to staffs' and individuals'. (Purchase of the Document Management module is required.) This is a simplified version of functions for the similar individual's Documents tab. It includes basic upload / scan features but the list view is reduced to only a document name and time, and does not include properties for program type and associated application. It is not a searchable document for the Staff Search Document option in the navigation menu.</p> 
Quick Menu <i>Base</i>	Human Resource Plan > Recruitment Plan	Job Applicants tab <i>[new Last 4 SSN displayed]</i>	<p>This enhancement adds the last four of the SSN to the Job Applicants tab in both the Summary and Detailed views for that tab. This can also help staff who are keying in Referral Results associated with a Job order, to let them view the list of all individuals who applied and see the last 4 digits of SSN, so that as they are working with the Employer, they can verify it is the same person.</p> 

Staff User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
My Staff Workspace <i>Base</i>	My Staff Dashboard	Active Case Load Widget Report Indicators LMI Services Widget	<p>The many significant enhancements in Virtual OneStop 15 include updates to the customizable dashboards for every staff member, as they relate to other changes for staff. Two additions to the staff member's dashboard widgets are</p> <ul style="list-style-type: none"> • <i>Active Case Load</i> widget – lets staff quickly open pressing cases they need to manage. This widget now includes any active case assignments for the SNAP E&T program, for those customers who have the SNAP module. The widget has also been updated to not display when there are no case loads of any type assigned to the staff member. • <i>Labor Market Services</i> widget – this widget now includes the Education Profile for accessing LMI data on education programs in an area. 
Workforce Staff, Manage Individuals – Assist an Individual <i>Base</i>	Individual Search Results	Indicators for Veterans and Migrant Farm Workers	<p>The Individual Search Results screen now displays icons for MSFW and Veteran status for each applicable individual (in both summary and detailed view). If staff is currently managing a MSFW or Veteran customer, the system will also display the appropriate symbol as shown in the sample figure.</p> <p>See the figure, Veteran and MSFW Indicators in Search Results for a Detailed View screen sample.</p> <p>Note: The Veteran flag may display differently in Currently Managing vs. the Summary results view, if the veteran status was updated after registration, and is not currently updated in the active Wagner-Peyser registration.</p>

<p>Manage Activities</p> <p><i>Base</i></p>	<p>Events (select an Event)</p>	<p>Manage Attendees</p>	<p>This enhancement adds a link which lets staff create case notes that can be added for any attendees in each of the events rosters (as a separate case note type). The events roster of attendees is displayed when a staff member opens an event, clicks the Manage Attendees link (at the bottom of the <u>Event Details</u> page), and selects the event date.</p> <p>With this addition, the Action column in the tabular list of attendees includes a link to <u>Add a Case Note</u>.</p> <p>Note: Just as with any other case note for an individual, staff will need the appropriate Admin privileges, including the appropriate Individual Case Notes Programs Restriction privileges.</p>  
<p>Manage Providers</p> <p><i>Base</i></p>	<p>Assist a Provider</p>	<p>Provider Search, General Selection</p>	<p>Virtual OneStop systems that include the Consumer Reports module have been enhanced in V15.0. Staff may use two new categories of provider search criteria when they select <i>Manage Providers > Assist a Provider</i>. These include the following:</p>

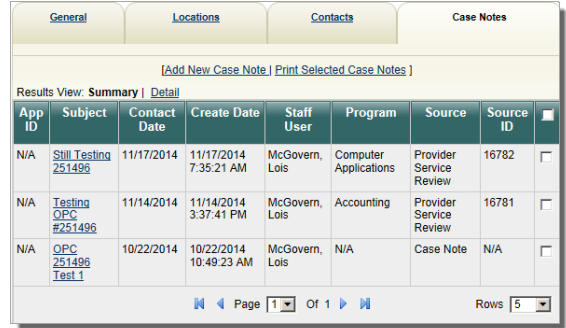
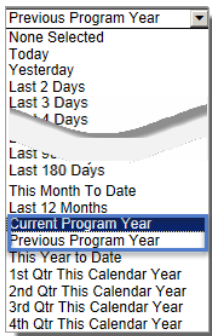
Staff User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
			<p>CRS Provider Details Criteria:</p> <ul style="list-style-type: none"> ▪ Institution Area ▪ Institution Type ▪ Disabled Access ▪ ADA Compliance ▪ Pell Grant Eligibility * ▪ Display Online to the Public ▪ Approved Apprenticeship * ▪ Accrediting Body * ▪ ESL Courses Available * ▪ State Approving Agency *Exemption Certificate on File * ▪ State Approving Agency Receipt Letter on File * <p>Provider Review Criteria: *</p> <ul style="list-style-type: none"> ▪ LWIA ▪ Review Status ▪ Review Date (with ability to select 'No Review Date') <p>Note: These new categories of provider search criteria will only display for customers that purchased the Consumer Reports module (i.e., when staff regularly adds/maintains this data through Manage Provider functionality).</p> <p>* Radio buttons or drop-downs that display in this section of Provider Criteria is also dependent on other, previous CRS configurations set for the customer site (shown above with an asterisk).</p>
Manage Providers <i>Base</i>	Assist a Provider	Provider Programs, Program Services, SSEP tab Edit Program Service Details	<p>This change adds a new LWIA field at the bottom of the General Information section for SSEP programs. This area will be populated, or changed, when changes are made in the General Information section for the program. The filed indicates the LWIA of the staff member submitting the program to the state for ETPL approval.</p> <p>This prompt is populated by the system when the login user making the change is local staff. For State staff users, a drop-down list will display, from which they can select the appropriate LWIA.</p> <p>See the figure Provider– LWIA of Program Submission for a more detailed screen sample.</p>

The first screenshot, titled "CRS Provider Details Criteria", shows a form with the following fields: Institution Area (dropdown), Institution Type (dropdown), Disabled Access (radio buttons Yes/No), ADA Compliant (radio buttons Yes/No), Pell Grant Eligibility (radio buttons Yes/No), Display online to the Public (radio buttons Yes/No), Accrediting Body (dropdown), ESL Courses Available (radio buttons Yes/No), State Approving Agency Exemption Certificate on File (radio buttons Yes/No), and State Approving Agency Receipt Letter on File (radio buttons Yes/No).

The second screenshot, titled "Provider Review Criteria", shows a form with the following fields: LWIA/State (dropdown), Review Status (dropdown), and Review Date (dropdown). A "Search" button is located at the bottom right of the form.

Staff User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Manage Providers <i>Base</i>	Assist a Provider	Provider Profile, Case Notes tab And Provider Programs, Program Services tab, Case Notes	<p>This enhancement updates the logic for the Provider case notes to display only those related to a specific program when viewing/editing that program and display review notes as case notes. Previously, all case notes entered could appear across all programs. Now, case notes are distinct per program and not displayed across all programs for that provider.</p> <p>For example:</p> <ul style="list-style-type: none"> Viewing the Case Notes tab from the Provider Profile will display general case notes (with source NA) as well as case notes for each program. Viewing case notes as part of the editing and program review (from a specific program) only displays notes related to that program <p>See the figure Provider Case Notes for a more detailed screen sample.</p> 
Manage Providers <i>Base</i>	Assist a Provider	Provider Programs, Program Services, SSEP tab Edit Program Service Details	<p>This change allows staff members (or provider representatives) to save provider programs marked as <i>Inactive</i> without the validation for required fields.</p> <p>This means that when staff or (institution) staff representatives are making changes to a program for a provider that includes several verifications upon save (e.g., a program for a provider where the provider type is 'PS – Approved Provider Training – ITA'), and the Active / Inactive status under basic Service Type Information is set to <i>Inactive</i>, the system will bypass full validation for required fields (which is normally required for 'active' programs). When such a program is marked as <i>Inactive</i>, and staff selects Save, the Verify rules for validation only occur for the Service Name and CIP code. This allows a wider range of saving and partial completion of a program before it becomes active.</p>
Reports <i>Base</i>	Detailed Reports	[General]	<p>The numerous reports available in the Detailed Reports available in Virtual OneStop include a Date section (typically at the bottom of the report selections and filters). The Date Filter in this area has been enhanced to include the added selection for Added Current Program Year and Previous Program Year as part of the drop-down selections.</p> <p>These two selections have been added to many reports, since very frequently staff will need to run the reports (e.g., for WIA and WP reports) with the date range based on the Program Year. This selection will remove the need to key in a Custom Date to use these dates ranges,</p> 

Staff User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Reports <i>Base</i>	Detailed Reports	Miscellaneous Reports > Security > Employer Lookup Report	<p>The Employer Lookup Report has been converted for .NET, consistent with controls, and display formats used in other reports available within the Detailed Reports menu. This report also has two enhancements:</p> <ul style="list-style-type: none"> The search query includes an employer criteria field for “<i>Security Question Response</i>”. <p>This lets staff find employers that have questionable, or consistently have the same security responses (which can help staff identify problems, such as finding more employers who are scam accounts, and routinely use the same response).</p> <ul style="list-style-type: none"> The <i>Employer Name</i> on the displayed report is a link. It opens the employer’s profile to their General tab. <p>This provides quick access to the account, so that staff members can manage the employer to review and/or lock them out of their account access.</p>

Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature																											
Staff Administration <i>Base</i>	Administer a Staff Account	Search for a Staff Member Create Date parameter	<p>Similar to the Future Deactivation Date search parameter, a parameter has been added to let administrators find staff members based on a From and To date range for the original creation date that was recorded in the system when an administrator first created them.</p> <div><div>Search for a Staff Member</div><div><div>Username (Sign-in Name)</div><div></div></div><div><div>User Identifier</div><div></div></div><div><div>Region</div><div>Any</div></div><div><div>Status</div><div><input checked="" type="radio"/> Active <input type="radio"/> Inactive <input type="radio"/> Both</div></div><div><div>Create Date</div><div>From 01/05/2014 To 01/05/2015</div></div><div><div>Future Deactivation Date</div><div>From mm/dd/yyyy To mm/dd/yyyy</div></div></div>																											
Staff Administration <i>Base</i>	Administer a Staff Account	Staff search results	<p>This enhancement to the search results, for identifying staff members, adds the ability to reset their password directly from the search results screen (via a link in the Action column). It also includes a visual indicator of the number of privilege setting that differs from the group default (under their privilege group in the Group column).</p> <table><tr><th>Username</th><th>User Identifier</th><th>System ID</th><th>First Name</th><th>Last Name</th><th>Group</th><th>Default Office</th><th>Last Login</th><th>Action</th></tr><tr><td>gsieflink</td><td>2776</td><td>2776</td><td>Ellis</td><td>Flink</td><td>allpriv 153 privilege differences</td><td>Region 1 Career Center Test Test</td><td>12/18/2014</td><td>Inactivate Reset Password</td></tr><tr><td>gsiesailors</td><td>2801</td><td>2801</td><td>Elsa</td><td>Sailors</td><td>allpriv</td><td></td><td>10/28/2014</td><td>Inactivate Reset Password</td></tr></table> <p>Related to this ability for administrators to use the Reset Password link (and not use other actions such as activate or inactivate the staff account), a separate privilege has been added for Administrators. When this privilege is enabled for an administrator, it will deactivate their other staff privileges.</p> <p>In other words, when “Allow administrator to only reset passwords” privilege is set to Yes, in the Staff Administration section, the administrator can only reset passwords from the search results. They cannot access the Staff Administration details. See more at the end of this Admin User section, and see the figure Admin – Account Information Tab for a more detailed screen sample.</p>	Username	User Identifier	System ID	First Name	Last Name	Group	Default Office	Last Login	Action	gsieflink	2776	2776	Ellis	Flink	allpriv 153 privilege differences	Region 1 Career Center Test Test	12/18/2014	Inactivate Reset Password	gsiesailors	2801	2801	Elsa	Sailors	allpriv		10/28/2014	Inactivate Reset Password
Username	User Identifier	System ID	First Name	Last Name	Group	Default Office	Last Login	Action																						
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Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Staff Administration <i>Base</i>	Administer a Staff Account	A three- tab staff account interface	<p>The previous Staff User page for Admin has been modified to be a tabbed interface. This tabbed interface, used in setting up staff accounts in admin, now display as a three-tab Staff Account screen for administering a staff member. This replaces the previous, long screen (which included a User Information section at the top) with the following three separate tabs:</p> <ul style="list-style-type: none"> • Account Information tab - this contains data that was in the top section of the previous Staff screen (i.e., the User Information) • Navigation Preferences tab – this lets administrators define the defaults for navigation preferences, which the staff member can still define and change from their My Staff Account preferences. I.e., administrators can determine the landing pages that staff will go to when they assist individuals or employers, the summary and detail landing page links on summary details search results (when staff search for individuals or employers), and the case notes sort order that staff will see. • Privileges tab – this handles all of the access privileges that are set up for staff. It is similar to the Privilege List (i.e., the many Privileges and Privilege Categories) in the previous screen, but with one notable enhancement – this tab now includes links to set all privileges to the highest level or to the lowest level, or to set all privileges high, or all low, for each privilege category. <p>For more on specific enhancements related to each of the three new tabs for administering a staff account, see the following listings for each tab, and see the figure Admin - Staff Privilege Tabs for a more detailed screen sample.</p>

The screenshot shows the 'Privileges' tab in the Admin - Staff Privilege Tabs interface. At the top, there are three tabs: 'Account Information', 'Navigation Preferences', and 'Privileges'. Below the tabs, there are two dropdown menus: 'Access Group' (set to 'WIA Case Managers') and 'Fundable Case Manager' (set to 'No'). Below these is a 'Privilege List' section with a long list of links for various privilege categories. A yellow arrow points to the 'Set all privileges to highest level' link. Below the list, there are two buttons: 'Expand All Privilege Categories' and 'Set all privileges to highest level' (highlighted with a yellow arrow). Below these are two sections: 'General Privileges' and 'Manage Individuals'. The 'General Privileges' section has a table with columns for 'Access the Community Site', 'Manage page services tracking', 'Visitor System Configuration', 'Can override automatic writing of services', and 'Manage work items'. The 'Manage Individuals' section is partially visible at the bottom.

Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Staff Administration <i>Base</i>	Administer a Staff Account	Staff Account, <i>Account Information tab</i>	<p>The Admin Staff User page has been modified to include three tabs.</p> <p>The first Account Information tab contains the data previously shown in the top section of the Staff screen (i.e., the User Information).</p> <p>It also includes an Attach Document(s) control for attaching any document in standard formats (i.e., with file extension of gif, jpeg, jpg, pic, pict, png, tif, or tiff). This was added for a specific customer for attaching non-modifiable document forms which they use for audit and approval of the staff member's creation their approved privileges. The upload capability can be used for other customers, as well. It is a limited Document Upload capability and is not intended for multiple documents of for any changes to the document other than upload and deletion.</p> <p>See the figure Admin – Account Information Tab for a more detailed screen sample.</p>
Staff Administration <i>Base</i>	Administer a Staff Account	Staff Account, <i>Account Information tab</i>	<p>A new privilege in the Staff Account Information tab, adds the ability for administrators to change the User Name for staff. Administrators are able to change the username of a staff member rather than creating new staff accounts when a name is wrong (this changes the name that is the col_loginname field in the database).</p>

Program Affiliation

Show: ☒ Active ☐ Inactive ☐ All

* Check all that apply:

- ☒ Workforce Investment Act (WIA) Program
- ☒ Wagner-Peyser (WP) Program
- ☒ Trade Adjustment Assistance (TAA) Program
- ☐ Youth Local Programs

Other Information

Default Email Address: ☐ System Email ☒ My Email

* Email:

Service Tracking Enabled: ☒ Yes ☐ No

State System ID (Station Desk):

* Position:

- ☐ DVOP (VESS)
- ☐ LVER (WWS)
- ☒ Staff

Cash User Type:

* Partner Code:

* Status: ☒ Active ☐ Inactive

Future Deactivation Date: (hh:mm AM/PM)
(5 days until notification)

Attach Document(s)

* Image file only
(file extension: gif,jpeg,jpg,pic,pict,png,tif,tiff)

No attachments found

[Upload a Document](#)

[Update Account](#) [Cancel](#)

Account Information **Navigation Preferences** **Privileges**

Login Information

* User name (Sign-in Name): [Change User name](#)

User Identifier: 2776

System ID: 2776

Create Date: 7/29/2013 11:59:43 AM

Last Access On: 12/18/2014 4:56:50 PM

Password:

☐ Reset Password
(The default password of 'Password1@' will be assigned to this user which they will be required to change upon signing in.)

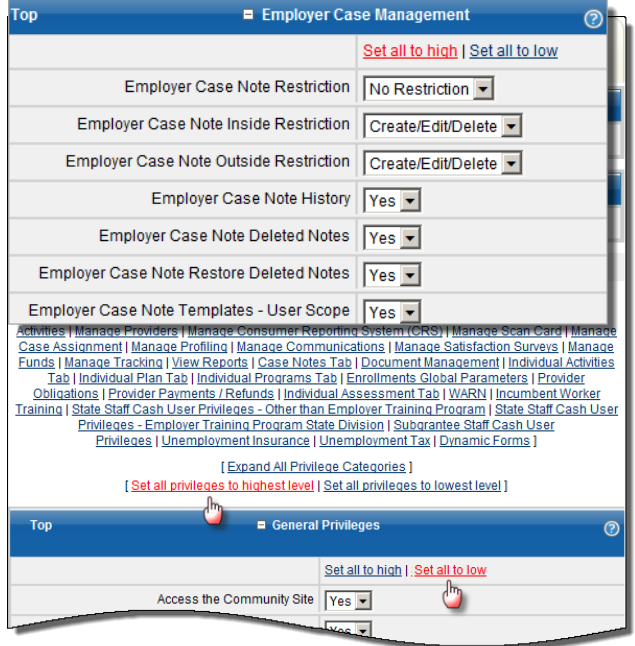
Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Staff Administration <i>Base</i>	Administer a Staff Account	Staff Account, Navigation Preferences tab	<p>The Admin Staff User page has been modified to include three tabs. The second Navigation Preferences tab lets administrators set default preferences which are the same preferences that the staff member can also define for themselves (from the Preferences section of the staff member's My Staff Account screen).</p> <p>In other words, many of the preferences which a staff member can define for themselves can now also be set for staff by the administrator. Staff can then change them at any point. These preferences include: the number of most recently assisted individuals and employers that display when staff uses the search screen to select them, the landing pages that staff go to when they assist individuals or employers, the summary and detail landing page links on the summary and details Search Results pages which staff see when they search for individuals or employers, and the case notes sort order that displays for Staff in their Case Notes tab.</p> <p>For more on specific enhancements related to the Privileges tab for administering a staff account, see the following listing, and see the figure Admin - Staff Privilege Tabs for a more detailed screen sample.</p> <p>Another ability being added to the bottom of this tab lets administrators copy privileges from another staff member, and apply their privileges to the current staff member. For example, when a new staff member is first created, the Account Info tab is saved, but the Navigations Preferences and Privileges tabs may still be blank. An administrator can select a privilege group from the Privileges tab to set the staff member's default privileges.</p>

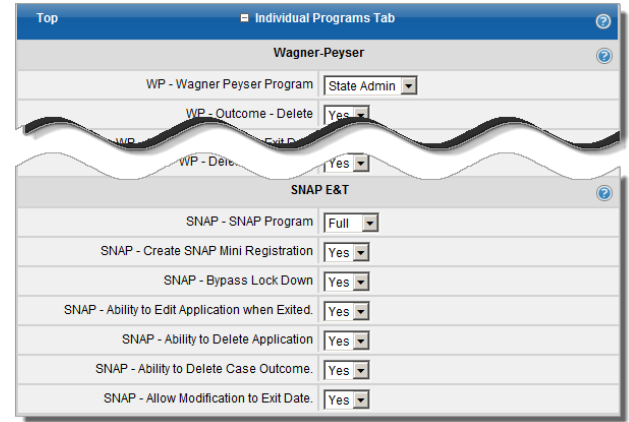
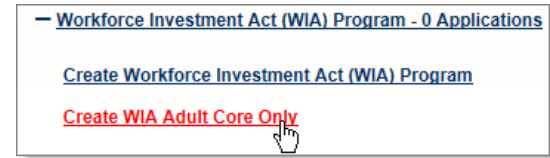
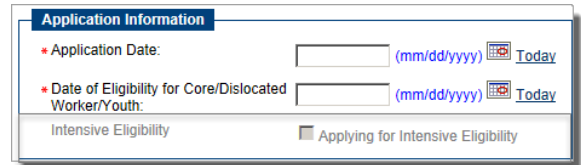
Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
			<p>But now, the administrator can also search for and select an existing staff member with similar responsibilities. They can use the Copy Privileges control to find the existing staff member and copy their privileges as the defaults for the Preferences tab of the new staff member. When an administrator selects the staff member whose privileges will be copied, and then clicks the Update Account button, an alert message will indicate, <i>This is an existing staff account – do you want to continue?</i> Continuing will copy all of the selected staff privileges to the third tab for the current staff member.</p> <p><i>Note: The copy feature is in development at the time of writing. It may not be deployed until a later update for version 15.0.</i></p>
Staff Administration <i>Base</i>	Administer a Staff Account	Staff Account, <i>Privileges tab</i>	<p>The Admin Staff User page has been modified to include three tabs.</p> <p>The third Privileges tab contains the control for selecting the Access Group, and setting all of the privileges (i.e., the privilege categories and each privilege setting within them).</p> <p>The Privileges tab also includes links to set all privileges to the highest or to the lowest level possible (via links at the bottom of the Privilege List categories).</p> <p>From this tab, administrators can also use links at the top of each privilege category (just below the heading) to set all privileges for each category to the highest level or to the lowest level.</p> <p>Setting all to high will typically set the parameters to Yes. It may set some differently, depending on the range of greatest or least restriction (e.g., for the Employer Case Management group, clicking “<u>Set all to high</u>” will set the Employer Case Note Restriction privilege to “No Restriction.”</p>

Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
			<p>See the figure Admin - Staff Privilege Tabs for a more detailed screen sample.</p> 
Staff Administration <i>Base</i>	Administer Privilege Groups	Access Group <i>Privilege Details Screen</i>	The ability to set all privileges to the highest level, or to the lowest level, or to set all privileges to high, or to low, for each privilege category exists and works the same when administering Access Groups as it does when administering the Privileges Categories for a specific staff member.

Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Staff Administration <i>Base</i>	Administer a Staff Account	Privileges Tab, Individuals Program Tab > SNAP E&T group	<p>As mentioned previously in the Staff section on enhancements the SNAP Employment & Training program has been added as an optional program, and implemented for a specific customer. SNAP E&T also has several configurable privileges.</p> <p>A new program group, containing these privileges has been added to support the configuration of SNAP E&T program management capabilities for specific staff members. This privilege group enables different abilities under SNAP E&T on the staff member's program tab, as well as SNAPT E&T Mini Registration.</p> 
Staff Administration <i>Base</i>	Administer a Staff Account	Privileges Tab, Individuals Program Tab > WIA group	<p>Two new admin privileges have been added , specifically for a customer who currently employs a unique combined-service model, in which certain staff members enter and validate limited , basic WIA application information at the same time as (or even before) entering Wagner-Peyser information.</p> <p>These two staff privileges allow administrators to add new staff-constraint functions to the Programs tab for WIA Applications:</p> <ul style="list-style-type: none"> WIA - Access to WIA Adult Core Only App – When set to Yes for staff, the staff member will see an additional link on the Programs tab, under WIA Application for <i>Create WIA Adult Core Only</i>. The link opens a specific WIA Application for Adult Core-Only information (with only the minimum data required for Adult Core eligibility). WIA - Access to the WIA Intensive Date Check Box – When set to No for staff, the staff member will see the Intensive Eligibility "select box" as disabled. This limits the staff member from completing any Intensive/ Training and Youth eligibility documentation and enrollments. For more, see the recent posting on the Virtual Community Forum, New WIA Adult Core Only Application and two new WIA privileges.  

Admin User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Admin Administration <i>Base</i>	Administer an Admin Account	Access Privileges, Staff Administration	<p>Related to the ability for administrators to use the Reset Password link from the search results for staff (indicated earlier), a separate privilege has been added for Administrators, which limits all capabilities for administering staff, and allow them to only reset passwords from this link.</p> <p>When the “<i>Allow administrator to only reset passwords</i>” privilege is set to Yes, in the Staff Administration section of the Administrator privileges, that administrator can only reset passwords from the search results. They cannot activate or deactivate staff members, or access the specific Staff Administration page for a staff member, regardless of other Staff Administration capabilities turned on in the administrator’s Staff Administration privileges group. See the figure Admin – Account Information Tab for a more detailed screen sample.</p>
Program Administration <i>Base</i>	LWIA/Region to use WIA Pre-Application	Access Privileges, Staff Administration	<p>An enhancement gives any customers whose site includes the WIA Pre-Application feature the option to set up regions, and then make the WIA Pre-Application available to individuals based on matching their zip codes to those regions or local areas within the state.</p> <p>The table defining these regions can be set up by an Administrator who has an associated privilege. When a registered individual’s zip code matches a region in the table, the individual sees the link for creating a WIA Pre-Application (from a confirmation screen at registration, and from their My Benefits Plan dashboard widget). If the table is set up, and there is no match, then no link will display for that individual to start a WIA pre-application.</p>

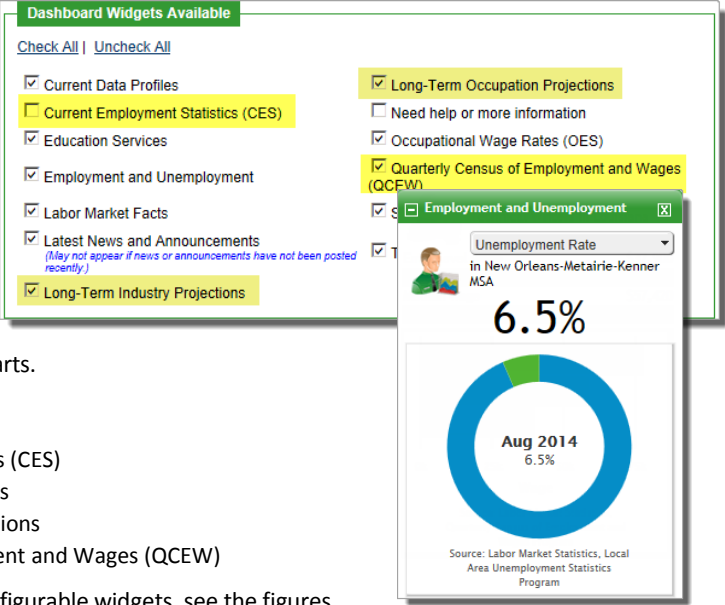

Staff Administration

Inactivate Staff Accounts	Yes
Administer a Staff Account	Yes
Allow administrator to only reset passwords	No
Create a Staff Account	Yes
Assign Cash User Type	Yes

Username	User Identifier	System ID	First Name	Last Name	Group	Default Office	Last Login	Action
gsiadawill	2913	2913	Will	Grignon	allpriv 13 privilege differences	WIA Statewide Contractor Office	12/19/2014	Inactivate Reset Password
GSIADMINTEST	2818	2818	Joe	Jones	allpriv	Region 1 Career Center - Mid County	10/29/2014	Inactivate Reset Password

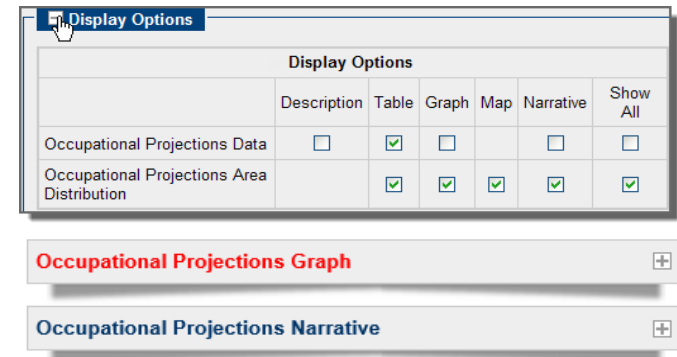
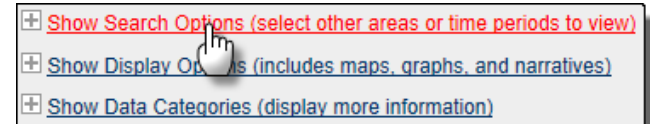
LWIA/Region Name	Create Date	Action
Greenville	2/25/2015	Delete
Midlands	2/25/2015	Delete
Trident	2/25/2015	Delete
Pee Dee	2/25/2015	Delete
Lower Savannah	2/25/2015	Delete
Catawba	2/25/2015	Delete
Add		

Analyst User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
My Workspace <i>Base</i>	My LMI Dashboard	<i>Dashboard widget include new widgets & Highchart on widgets</i>	<p>All registered analysts can see their My LMI Dashboard when they first log in. This quick access through dashboard widgets has been enhanced to include four new widgets added in v15 (or in very recent v14 deployments). With the inclusion of these new widgets, the configurable data also includes display of the data on the widgets using the new Highcharts.</p> <p>The newest widgets include:</p> <ul style="list-style-type: none"> • Current Employment Statistics (CES) • Long-Term Industry Projections • Long-Term Occupation Projections • Quarterly Census of Employment and Wages (QCEW) <p>For a screen sample related to configurable widgets, see the figures LMI Dashboard Widgets – New Widgets and LMI Dashboard Widgets – Highchart Display.</p> 
My Workspace <i>Base</i>	My LMI Dashboard	<i>Additional Educational Profile selection on Labor Market Services widget</i>	<p>The Dashboard widget for Labor Market Services has been enhanced to include quick access to the Education Profile available under Current Data Profiles (which provides LMI data on education programs in a selected area). The Education Profile (introduced in version 14) includes data on:</p> <ul style="list-style-type: none"> • Description of the selected education program • Program completers • Occupations related to program • Advertised job requirements for occupations related to the program • Advertised job demand (job counts in occupations related to the program) • Licensing requirements for licensed and certified occupations related to the program 

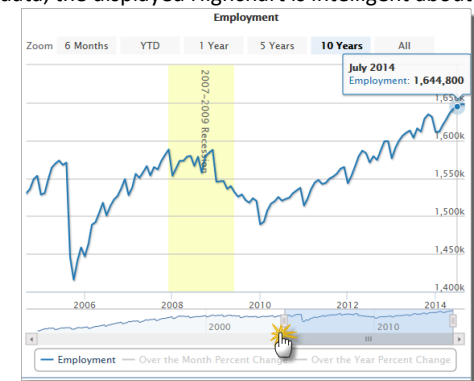
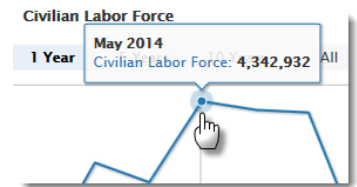
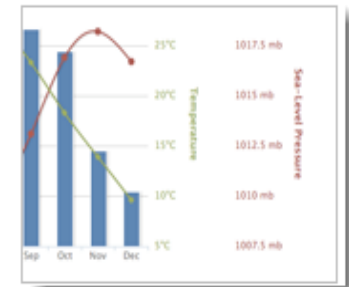
Analyst User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Historical Data Analysis <i>Base</i>	<i>[Analyzer Data Sessions]</i>	<i>[Default Display, and search/display options]</i>	<p>The remaining data session pages created from Historical Data Analysis options, not rewritten in .NET format in version 14, have been converted in version 15. These new sessions will load faster based on the default parameters (or last parameters used by the analyst). As with other Historical data sessions, these new sessions will let the analyst quickly change the search criteria, display options, and data categories that can be displayed, using expandable links at the top of each page. These options and features use controls that are now consistent throughout the Historical Data Analysis pages and include:</p> <ul style="list-style-type: none"> • Flexible, Integrated Search Options – to easily and dynamically change the search criteria for the area, the time period, the occupation/industry, or all three. • Flexible Display Options – to select which views of the data categories are initially displayed (i.e., how the data is opened as description, tables, graphs, maps, and/or narrative views) and which views are closed. For example in the figure above, the unchecked Graph, and Narrative views for Occupational Project Data will display as collapsed bars, which can be expanded. This option is similar to the LMI Profiles, and will include Data Analysis Options and Ranking Distribution Options (depending on the options that apply for the data session). • Data Category Controls – to choose which additional data categories will display on the data session page, such as control over display of the related links for Labor Market Facts, Current Data Profile, or Additional Information available with the selected data session. <p>See Historical Data Sessions, Results Page Options for two screen samples of the search and display options.</p>

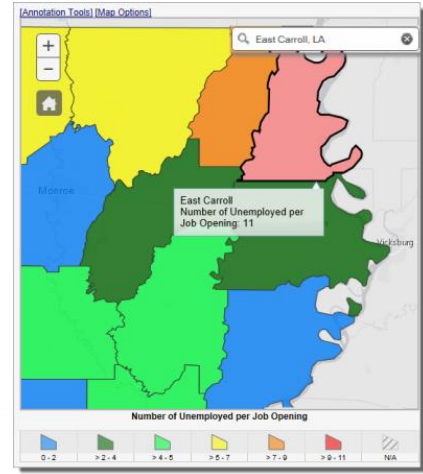
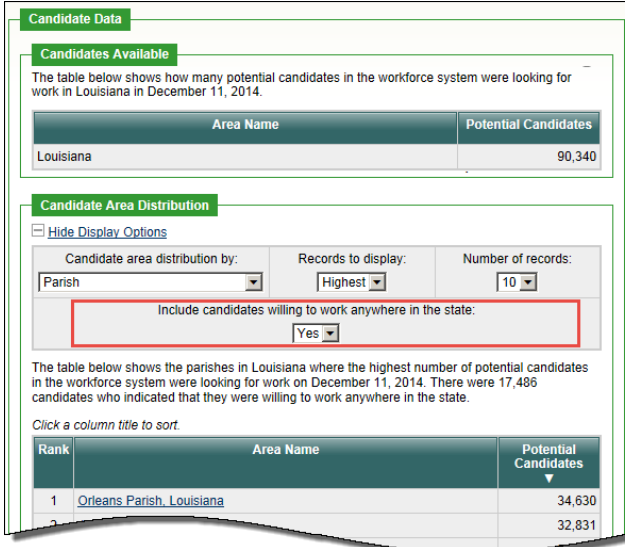


Analyst User

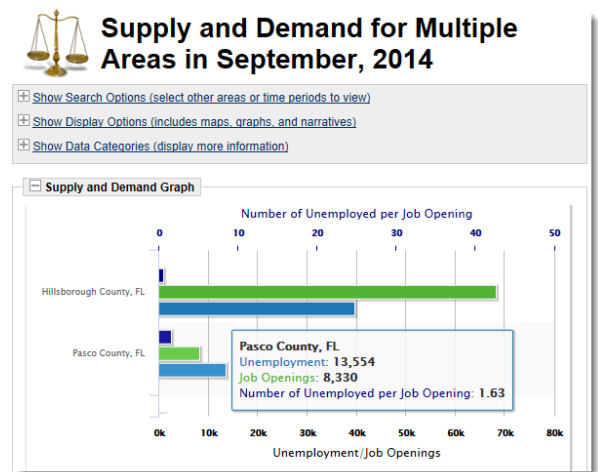
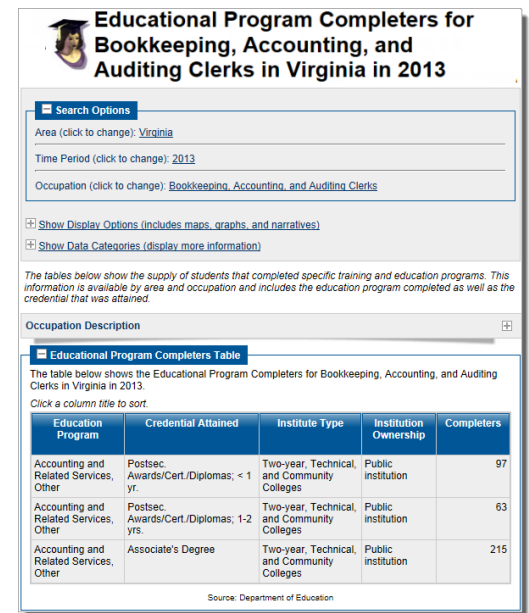
Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Current Data Analysis <i>Base</i>	Area, Industry, Occupation, and Education Profiles	<i>[Replace all Silverlight charts/graphs with Highcharts]</i>	<p>As part of a conversion of all pages to .NET, this enhancement will that display all graphs and charts shown in profiles (as well as through the system) using the newest Highcharts display capabilities that are part of the Highsoft AS tool. This replaces the previous Silverlight charts or graphs with Highcharts wherever they occur in profile pages (through Current Data options). This conversion includes graphs and charts added in the Historic Data pages that were not converted in late v14 deployments.</p> <p>The newer Highcharts provide wider ranges of flexibility and interactive features (certain charts now include use of multiple axes, tooltip labels, and date time axis).</p> <ul style="list-style-type: none"> • Multiple Axes – are used to compare variables that are not the same scale. Highcharts may be used to assign a y axis for each series - or an x axis if to compare data sets of different categories. • Tooltip Labels - Highchart is very intelligent about time values. With very small axis units, Highcharts determines where to place the ticks related to tool tips, so that they always mark the start of the month or the week, midnight midday, etc. • Date Time Axis – Often referred to as <i>Stock</i> or <i>Ticker</i> charts, displays changes across as date time on the X axis. For several charts, such as chart views of Trend data, the displayed Highchart is intelligent about the time values, and immediately determines where to place the ticks so that they always mark the start of the year, quarter, month, or the week, etc., and let the user easily adjust/zoom the time period on which they want to focus. <p>For a few screen samples of charts/graph related to standard Area and Occupation profile, see the figure LMI Profiles (Highcharts).</p>




Analyst User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Current Data Analysis <i>Base</i>	Area, Industry, Occupation, and Education Profiles	<i>[Replace all maps with enhanced ArcGIS Maps]</i>	<p>All maps now use the enhanced, Esri ArcGIS Online mapping, replacing the Silverlight maps with maps that support multiple browsers/platforms and provide the analyst with more annotation tools and mapping display options (such as variable heat map displays). The new maps let the Analyst:</p> <ul style="list-style-type: none"> Vary color schemes in maps options Use Annotation tools to add labels and shapes Use search options that let analysts focus the zoom to a specific text item (e.g., an address, a city, a county) <p>For a screen sample related to the new maps for an Area profile, see the figure Current Data Sessions, Area Profile (ArcGIS Maps).</p> 
Current Data Analysis <i>Base</i>	Area Profile, Areas Summary	<i>Candidate Data, Candidate Area Distribution</i>	<p>This change adds a drop-down in the display options for the Candidate Area Distribution tables.</p> <p>The change lets the analyst include (Yes) or exclude (No) certain candidates as part of the distribution results, based on any candidates who have indicated they were willing to work anywhere in the state (and therefore may be appropriate to exclude from specific distribution area data).</p> 

Analyst User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Historical Data Analysis <i>Base</i>	Labor Market Supply	Supply and Demand	<p>This historical Supply and Demand page was converted for .NET, consistent with other historical pages, and recently moved to a sub-option under Labor Market Supply. This includes letting the analyst quickly change the data session search criteria, display options, and data categories that can be displayed, by using expandable links at the top of each page. They can also display the table and graph results using Highcharts, and the map results using Esri ArcGIS maps, including a flexible display of the supply and demand area distribution table, as well as the ability to display related sections, using links to Labor Market Facts, Profiles, and (if applicable) customer specific CMS data.</p> 
Historical Data Analysis <i>Base</i>	Labor Market Supply	Education Program Completers	<p>Along with the historical Supply and Demand page (indicated above) a historical Education Program Completers page has been converted for .NET, and is also included under Labor Market Supply (for customers who have this data and the data session option turned on). This page displays detailed data on Educational Program Completers in a specific time period, or in all historical time periods. The analyst can quickly change the data session area, time period and occupation on this page. They can also change display option (e.g., table or graph) and the data options for a detailed view, and select it display by the institution types (e.g., 2 or 4 year colleges), ownership types (e.g., public or private institution), and completer type (e.g., post-secondary awards less than 1 year, 1-2 years or, associate degrees).</p> 

Analyst User

Module (Left Nav. bar)	Component (fly-out / menu selection)	Sub-component (fly-out, page or feature)	Description of Feature
Historical Data Analysis <i>Base</i>	Employment and Wage Data	Industry Data, Current Employment Statistics (CES)	This Current Employment Statistics (CES) page has been converted for .NET, consistent with other historical pages. This includes letting the analyst quickly change the data session search criteria, display options, and data categories that can be displayed, using expandable links at the top of each page, and displaying the table and graph results using Highcharts. This includes the displayed data for Trend links, that displays date-time axis, or <i>ticker</i> charts for CES data for an industry over time, as well as the ability to display related sections, using links to Labor Market Facts, Profiles, and (if applicable) customer specific CMS data.
Historical Data Analysis <i>Base</i>	Employment and Wage Data	Industry Data, Local Industry Activity Levels (Location Quotient Calculator)	This Location Quotient Calculator page for displaying local industry activity levels (as a location quotient between two geographic areas) has been converted for .NET. This display and controls are not consistent with other historical pages. This includes letting the analyst quickly change the data session search criteria, display options, and data categories that can be displayed, using expandable links at the top of each page, and displaying the table and graph results using Highcharts.
Historical Data Analysis <i>Base</i>	Employment and Wage Data	Labor Force Data, Unemployment Insurance Claimant by Industry <i>and</i> Unemployment Insurance Claimant by Occupation	<p>This option for displaying historical LMI data about UI claims has been converted for .NET, consistent with other historical pages, and enhanced for two separate pages and navigation options for UI claims by Industry and for UI claims by Occupation.</p> <p>This includes letting the analyst quickly change the data session search criteria, display options, and data categories that can be displayed, using expandable links at the top of each page, and displaying the table and graph results using Highcharts and ArcGIS maps, as well as the ability to display related Profiles, and (if applicable) customer specific CMS data.</p> 

Example Figures

Enhanced Job Search (Tools & Technologies)

Advanced Job Search tab (Tools & Technologies)

Quick Job Search | Advanced Job Search | **Job Search by Employer** | Job Search by Education | Job Search by Skills | Job Search by Resumé Criteria | Job Number Search

[Area | Sources | Skills | Job Order Number(s) | Keyword | Occupation | Employer | Preferred Employer | General Job Order | Preferred Job Order]

[Search]

Area Selection
Area (click to change):

Job Source Criteria
Job Source(s):

Search for jobs by skill set

Job Skills

☐ Only display jobs that typically at least moderately match (50% or higher) my job skills

☐ Only match on jobs where the employer has specified the skills required

Tools and Technology

☐ Only display jobs that typically at least moderately match (50% or higher) my Tools and Technology values

☐ Only match on jobs where the employer has specified the Tools and Technology values required

Personal Skills

You currently do not have any Personal Skills defined in the system.
[Click here](#) to define your Personal Skills.

Interests

You currently do not have any Work Interests defined in the system.
[Click here](#) to begin the Work Interest Analyzer.

Work Values

You currently do not have any Work Values defined in the system.
[Click here](#) to begin the Work Importance Analyzer.

Search

Job Search by Skills Tab (for Tools & Technologies)

Quick Job Search | Advanced Job Search | **Job Search by Employer** | **Job Search by Education** | Job Search by Skills | Job Search by Resumé Criteria | Job Number Search

Verify your area selection below. Specify a match level and click the Search button to continue.

Search for jobs by skill set

Area (click to change): [Lake County, Orange County, and Seminole County](#)

Job Skills

☐ Only display jobs that typically at least moderately match (50% or higher) my job skills

☐ Only match on jobs where the employer has specified the skills required

Tools and Technology

☒ Only display jobs that typically at least moderately match (50% or higher) my Tools and Technology values

☐ Only match on jobs where the employer has specified the Tools and Technology values required

Match Level

☐ Closely match your Tools and Technology (70% or higher)

☒ Moderately match your Tools and Technology (50% or higher)

☐ Loosely match your Tools and Technology (25% or higher)

Personal Skills

You currently do not have any Personal Skills defined in the system.
[Click here](#) to define your Personal Skills.

Interests

You currently do not have any Work Interests defined in the system.
[Click here](#) to begin the Work Interest Analyzer.

Work Values

You currently do not have any Work Values defined in the system.
[Click here](#) to begin the Work Importance Analyzer.

Search

The Job Seeker can search and match jobs by their Tools & Technologies (just like job skills).

They can match on jobs where an employer has required Tools and Technologies, or match on Tools and Technologies typically required.

If they have no Tools or Technologies, a link will let them define.

Enhanced Job Search by Individual's Tools & Technologies Skills (matched to those required in Job Posting)





Tools & Technology Job Search Results

Tools & Technology Job Search Results (for sample Spidered Job, matching on typically required)

Date Last Modified	Job Title / Description Snippet	Employer	Location	Job Skills	General	Specialized	Salary	Source	Key Match	Select
10/10/2014	Sous Chef	Ruth's Chris Steak House, Inc.	Saint Petersburg, FL	100%	38%	N/A		CORP	2	<input type="checkbox"/>

• P&L accountability • Exceptionally service oriented • Proven developer of people • 2-3 years leadership in fine dining or similar environment • Professional image • Focus on highest quality of food, standards, sanitation & safety • Inventory control (food • product cost)

Skills Required

- Job Skills:**  Your job skills appear to match **40 out of 40 (100%)** of the skills typically required for Chefs and Head Cooks.
- Tools and Technologies:**  Your Tools and Technologies appear to match **82 out of 102 (80.4%)** of the Tools and Technologies typically required for Chefs and Head Cooks.
- Workplace Skills:**  Your WorkKeys scores appear to **match or exceed** the workplace skill levels typically required for Chefs and Head Cooks.
- Personal Skills:**  Your personal skills appear to match **19 out of 35 (54%)** of the skills typically required for Chefs and Head Cooks.




Tools & Technology Job Search Results (for sample Preferred Job, matching on typically required)

Date Last Modified	Job Title / Description Snippet	Employer	Location	Job Skills	General	Specialized	Salary	Source	Key Match	Select
01/08/2015 10:52:00 PM	Sous Chef Apprentice	Dassing Employer	Clearwater, FL	100%	50%	Yes	\$40,000.00 per year	★	2	<input type="checkbox"/>

[View Job Details of Sous Chef Apprentice](#)

... chef in food preparation, review menus, and assist with inventory.

Skills Required

- Job Skills:**  Your job skills appear to match **40 out of 40 (100%)** of the skills required by this employer.
- Tools and Technologies:**  Your Tools and Technologies appear to match **27 out of 31 (87.1%)** of the Tools and Technologies required by this employer.
- Workplace Skills:**  Your WorkKeys scores appear to **match or exceed** the workplace skill levels typically required for Chefs and Head Cooks.
- Personal Skills:**

Tools and Technology

To sort on any column, click a column title.

Technology	Your Skills Match
Menu planning software	✓
Nutrition analysis software	✓
SoftCafe MenuPro	✓

3 Records Found

To sort on any column, click a column title.

Tools	Your Skills Match
Apple corers	✓
Blast chillers	
Boning knives	
Broilers	✓
Chefs' knives	✓
Cream whippers	✓
Desktop computers	✓

Job Search Results include a display of Tools & Technologies (matched to those required in the Job Posting, or those typically required by the occupation)

Tools & Technologies in How I Match Up Results

Individuals can see Tools & Technologies matchup just as any other skills

Job Summary
Job Order Number: 242
Employer: Dassing Employer
Job Title: Chef
Job Description: Our chefs, head cooks oversee the daily food service operation of a restaurant or other food service establishment. Chefs and head cooks are usually responsible for directing cooks in the kitchen, dealing with food-related concerns, and providing leadership. They are also the most skilled cooks in the kitchen and use their creativity and knowledge of food to develop and prepare recipes. Food preparation and serving responsibilities include the kitchen and are kitchen staff in a restaurant or food service facility. All chefs and

General Requirements Match
The table below shows a comparison of your background and requirements with those of this job.

Compare Item	Job	Yourself	Match
Occupation	Chefs and Head Cooks	Cooks, Restaurant	
Education	Associate's Degree	2 Years at College or a Technical or Vocational School	
Work Experience	3 months	2 months	
Location	Clearwater, FL 33755 US	Saint Petersburg, FL 33709 US	
Salary	\$12.25 - \$20.50 Hour	\$21.75 hourly (\$45,000 annually) or more	

General Requirements Match Score 35%

Tools & Technologies are part of the Skills Match group in "How I Match Up"

Skills Match
The table below summarizes how your skills compare with those required for this job or typically associated with Chefs and Head Cooks.

Compare Item	Compare Value	Match
Job Skills	Your job skills appear to match 39 out of 109 (35.8%) of the skills required by this employer.	36%
Workplace Skills	Your WorkKeys scores appear to match match or exceed the WorkKey scores required by this employer.	Yes
Tools and Technology	Your Tools and Technologies appear to match 46 out of 90 (51.1%) of the Tools and Technologies required by this employer.	51%
Personal Skills	Your personal skills appear to match 12 out of 35 (34%) of the skills typically required for Chefs and Head Cooks.	34%

Interest and Values Match
The table below summarizes how your skills compare with those required for this job or typically associated with Chefs and Head Cooks.

Compare Item	Compare Value	Match
Work Interests	Your interests appear to be a poor match with the typical interests of individuals that are Chefs and Head Cooks.	
Work Values	Your work values appear to be a poor match with the typical work values of individuals that are Chefs and Head Cooks.	

How I Match Up Screen – Tools and Technologies in Skills Group)

Job Order Search Results Displays

Results View: [Summary](#) | [Detailed](#)
To sort on any column, click a column title. ☐ Hide potential duplicate jobs

Date Last Modified	Job Title / Description Snippet	Employer	Location	Requirements Matched			Salary	Source	Key Match
				Job Skills	General	Specialized			
02/08/2015 5:16:00 PM	Chef GREEN JOB	Dassing Employer	Clearwater, FL	36%	35%	No	\$12.25 to \$20.50 per hour	★	1
... chefs, head cooks oversee the daily food service operation of a restaurant or other food service establishment. Chefs and head cooks are usually responsible for directing cooks in the kitchen, dealing									
08/12/2014 12:18:00 PM	Chef	Doubtfire	Palm Harbor, FL	78%	50%	No	\$9.50 to \$20.00 per hour	★	1
Direct and may participate in the preparation, seasoning, and cooking of salads, soups, fish, meats, vegetable desserts, or other foods. May plan and price menu items, order supplies, and keep recor									
12/06/2014 3:16:00 PM	chef - Apprentice	Dassing Employer	Dunedin, FL	78%	63%	Yes	\$9.00 to \$11.00 per hour	★	2
... Chefs, head cooks, and food preparation and serving supervisors oversee the daily food service operation restaurant or other food service establishment. Chefs and head cooks are usually responsib									
11/15/2014	Chef	Westminster Communities of Florida	Saint Petersburg, FL	78%	38%	Yes			1
Job Responsibilities: (1) assist the Director of Dining in the planning, coordinating and implementation of the dining program for resident's staff and guests, (2) oversee the culinary component, HAACP program and Sani program of the dining program in all of the food production and service areas within the community, and (3) pr									
11/15/2014	Chef	Westminster Suncoast	Saint Petersburg, FL	78%	25%	N/A			1
... ChefPOSITION SUMMARY:Assists the Director of Dining in the planning, coordinating and implementation quality dining program for the staff and guests. Oversees the culinary component, HAACP program and									

Both Summary and Detailed Search Results display more data for three match categories:

- Job Skills
- General Requirements
- Specialized Requirements

Results View: [Summary](#) | [Detailed](#)
To sort on any column, click a column title. ☐ Hide potential duplicate jobs

Job Details		Action
Job ID:	242	View job details
Job Title:	Chef GREEN JOB	How I Match Up
Job Description:	... chefs, head cooks oversee the daily food service operation of a restaurant or other food service establishment. Chefs and head cooks are usually responsible for directing cooks in the kitchen, dealing	View more jobs like this
Employer:	Dassing Employer	View more jobs from this employer
Location:	Clearwater, FL	Apply for this job
Salary:	\$12.25 to \$20.50 per hour	
Minimum Education Level:	Associate's Degree	
Minimum Experience:	3 month(s)	
Job Type:	Regular	
Date Last Modified:	02/08/2015 5:16:00 PM	
Skills Match:	36%	
General Requirements Match:	35%	
Specialized Requirements Match:	No	
Workplace Skills Match:	🟢 Your WorkKeys scores match or exceed the workplace skill levels for this job.	
Source:	★ Preferred Employer	
Site:	I4 Marketing	
Key Match:	1 - Keyword or phrase matched the job title exactly	
Job ID:	241	View job details
Job Title:	Chef GREEN JOB	How I Match
... listed separately.		

Job Order Results Lists (in Summary and in Detailed Views)

Job Order Details Display

Return to your [list of jobs](#)

Job Summary

Job #: 242

Chef

Dassing Employer
Clearwater, FL - 33755
Posted 2/8/2015 on I4 Marketing

Projected Occupation: Chefs and Head Cooks

Job Requirements

AD 3 MONTHS EXPERIENCE 21 YEARS CDL SECURITY

Job Properties

FULL-TIME 41 hours SHIFT BUS Green Job

Requirements Match

Skills Matched	General Requirements Matched	Specialized Requirements Matched
36%	35%	No

[How I Match Up](#)

Job Description

Our chefs, head cooks oversee the daily food service operation of a restaurant or other food service establishment. Chefs and head cooks are usually responsible for directing cooks in the kitchen, dealing with food-related concerns, and providing leadership. They are also the most skilled cooks in the kitchen and use their creativity and knowledge of food to develop and prepare recipes. Food preparation and serving.

[Show Additional Job Information](#)

Share this Job

[in Share](#) [f Send](#) [T Tweet](#) [Email](#)

To display more information including how to apply for this job, click the button below.

[How to apply for this job](#)

[Previously Viewed Jobs](#) [Change Job Search Criteria](#) [Print Job Order](#)

[Select Another Job](#)

Job Summary

Job Order Number: 242
Employer: Dassing Employer
Job Title: Chef
Job Description: Our chefs, head cooks oversee the daily food service operation of a restaurant or other food service establishment. Chefs and head cooks are usually responsible for directing cooks in the kitchen, dealing with food-related concerns, and providing leadership. They are also the most skilled cooks in the kitchen and use their creativity and knowledge of food to develop and prepare recipes. Food preparation and serving.

General Requirements Match

The table below shows a comparison of your background and requirements with those of this job.

Compare Item	Job	Yourself	Match
Occupation	Chefs and Head Cooks	Cooks, Restaurant	
Education	Associate's Degree	2 Years at College or a Technical or Vocational School	
Work Experience	3 months	None	
Location	Clearwater, FL 33755 US	Saint Petersburg, FL 33709 US	
Salary	\$12.25 - \$22.50 Hour	\$14.50 hourly (\$30,000 annually) or more	

General Requirements Match Score 35%

Specialized Requirements Match

The table below shows a comparison of your specialized skills and requirements with those of this job.

Compare Item	Job	Yourself	Match
Shift	Day	Day	Yes
Minimum Age	21	39	Yes
Drivers License Certification	Yes, Commercial License	Regular Drivers License	No
Security Clearance	Active Confidential	No Clearance	No

Specialized Requirements Match Score No

Skills Match

The table below summarizes how your skills compare with those required for this job or typically associated with Chefs and Head Cooks.

Compare Item	Compare Value	Match
Job Skills	Your job skills appear to match 36 out of 109 (33%) of the skills required by this employer.	33%
Workplace Skills	Not Specified	
Tools and Technology	Your Tools and Technologies appear to match 2 out of 140 (1.4%) of the Tools and Technologies required by this employer.	9%
Personal Skills	Your personal skills appear to match 14 out of 140 (9%) of the skills typically required for Chefs and Head Cooks.	54%

Interest and Values Match

The table below summarizes how your skills compare with those required for this job or typically associated with Chefs and Head Cooks.

Compare Item	Compare Value	Match
Work Interests	Not Specified	
Work Values	Your work values appear to be a poor match with the typical work values of individuals that are Chefs and Head Cooks.	

Clicking How I Match Up will open a separate screen with 3 tables for the different categories of requirement matches.

Job Order Detail Display (for a Preferred and a Spidered job order)

Job Order Details Display (Expanded)

Return to your [list of jobs](#)

Job Summary

Job #: 242

Chef
Dassing Employer
Clearwater, FL - 33755
Posted 2/8/2015 on 14 Marketing

Projected Occupation: Chefs and Head Cooks

Job Requirements

AD

Job Properties

Requirements Match

Skills Matched	General Requirements Matched	Specialized Requirements Matched
36%	35%	

Job Description

Our chefs, head cooks oversee the daily food service. They are usually responsible for directing cooks in the kitchen, supervising skilled cooks in the kitchen and use their creativity. They also supervise over the kitchen and non-kitchen staff in a restaurant or food service facility. All chefs and head cooks prepare food as well as hire, train, and supervise staff, prepare cost estimates for food and supplies, set work schedules, order supplies, and ensure that the food service establishment runs efficiently and profitably. Additionally, they ensure that sanitation and safety standards are followed and comply with local regulations. Fresh food must be stored and cooked properly, work surfaces and equipment must be kept clean, and customers safe from illness or injury to avoid being closed by the health department.

[Show Additional Job Information](#)

Share this Job

[in Share](#) [Send](#) [Tweet](#) [Email](#)

To display more information including how to apply for this job, click the button below.

[How to apply for this job](#)

[Previously Viewed Jobs](#) [Change Job Search Criteria](#) [Print Job Order](#) [Select Another Job](#)

Job Information

Job Order Number: 16
Job Title: Chef
Job Duration: Over 150 Days
Type of Job: Regular
Full or Part Time: Full Time (30 Hours or More)
Date Job Order Created: 3/7/2013 3:54:00 PM
Date Job Order Last Updated: 7/28/2014 3:23:00 PM
Last Day Job Order Available Online: 08/06/2014
Source: Preferred Employer
Site: 14 Marketing
Work At Home: Yes

Employer Information

Employer Name: Munchkins Donuts
Company Size: 5-9
Type of Employer: Private Sector
Company Profile: [View company profile](#)
Other Local Job Listings: [View other job listings for this employer](#)
All Job Listings: [View all job listings available](#)

Location/Work Site Information

Location Name: Munchkins Donuts
Address: 1812 Pennsylvania
City, State, Zip, and Country: Palm Harbor, FL 34683
Map Address: [Driving Directions](#)
Location Match: Your residential address associated with this job
Public Transportation Accessible: Yes
Location/Work Site Industry (NAICS): [Limited Service Restaurant](#)

Occupation Information for Accountants

Projected Occupation: Chefs and Head Cooks
Occupation Match: Your desired occupation with this job listing
Other Matching Jobs: [View other jobs available](#)
Job Distribution: [View the distribution of jobs](#)
Supply and Demand: [View the competition for this job](#)
Future Employment Outlook: [See occupations that Ch](#)
Career Ladder: [View the largest local en](#)
Other Employers: [View other jobs available](#)

Education and Training

Minimum Education Level Required: Bachelor's Degree
Education Match: Your education level of

Compensation and Hours

Salary Range: \$10.00 - \$20.00 Hour
Pay Comments: DOE (Depends on Experience)
Salary Match: The salary range of this job appears to meet or exceed your desired salary of \$4.75 hourly (\$10,000 annually) or more.
Typical Wage Rates: [View typical labor market wage rates for Chefs and Head Cooks](#)
Hours per Week: Hours Not Specified
Shift: Day
Shift Match: Your desired shift of Day matches the shift requirements for this job listing.
Benefits: Dental - Medical - Vacation

Skills Required

Job Skills: Your job skills appear to match 4 out of 10 (40%) of the skills required by this employer.
Tools and Technologies: Your WorkKeys scores appear to match or exceed the workplace skill levels typically required for Accountants.
Workplace Skills: Your personal skills appear to match 19 out of 35 (54%) of the skills typically required for Chefs and Head Cooks.
Personal Skills:

Specialized Job Requirements

Minimum Age: 21
Age Match: Your age of 35 appears to meet minimum age requirements for this job.
Reason for Age Requirement: Alcohol
Test Requirement: No test required
Hiring Requirements: Background Checks, Credit Checks
Driver's License Required: No

Personal Requirements for Chefs and Head Cooks

Work Interests: Your interests appear to be a poor match with the typical interests of individuals in this occupation.
Knowledge: [View the knowledge typically needed by Chefs and Head Cooks](#)
Abilities: [View the abilities typically needed by Chefs and Head Cooks](#)
Work Styles: [View the personal characteristics that can affect how well Chefs and Head Cooks perform](#)

Nature of the Work for Chefs and Head Cooks

Work Values: Your work values appear to be a poor match with the typical work values of individuals that are Chefs and Head Cooks.
Work Activities: [View typical work activities for Chefs and Head Cooks](#)
Tasks: [View the specific tasks commonly performed by Chefs and Head Cooks](#)
Working Conditions: [View the typical working conditions for Chefs and Head Cooks](#)
Tools and Technologies: [View the tools and technology generally used by Chefs and Head Cooks](#)
Occupational Videos: [View a short video about Chefs and Head Cooks](#)

Job Order Detail Display (Expanded for In-Context LMI and Additional Details)

Veteran and MSFW Indicators in Search Results

Results View: [Summary](#) | [Detailed](#)
To sort on any column, click a column title.

User Name	First Name	Last Name	SSN	Vet	State ID	Last Exited	Created	Action	Select
GSJDOE MSFW	John	Doe	1599		5755		12/02/2014	Activities Tab Memo Tab Resumes Tab Job Applications Tab Online Applications Tab	<input type="checkbox"/>
GSJESSIND2 MSFW	Gsjess	Ind	2588		5756		12/02/2014	Activities Tab Memo Tab Resumes Tab Job Applications Tab Online Applications Tab	<input type="checkbox"/>

[Save New List](#)
[Update Existing List](#)

Results View: [Summary](#) | [Detailed](#)
To sort on any column, click a column title.

Individual Detailed		Action	Select
User Name: GSJESS User ID: 1289022 created on 12/02/2014 Individual Name: John Doe SSN (last 4 digits): 1599 Date of Birth: 08/05/1985 State ID: 5755 Address: 123 main st New Orleans, LA 70112 Phone: Primary: (159) 151-5999 Alt: N/A Email Address: jwikholm@geosolinc.com Resumes Available: 0 Total, 0 Online Education Level: Bachelor's Degree Occupation Experience: N/A Employment Status: Not Working Looking for Work: Yes Security Clearance: Last Exited: Typing Speed: Language/Proficiency: Indicators: Veteran - Yes, Eligible Veteran SBE VETERAN WP - Enrolled 12/02/2014 MFW - Migrant Farm Worker	Summary Tab Case Notes Tab Activities (Staff) Tab	<input type="checkbox"/>	
User Name: GSJESSIND2 User ID: 1289023 created on 12/02/2014 Individual Name: Gsjess Ind SSN (last 4 digits): 2588 Date of Birth: 07/05/1984 State ID: 5756 Address: 132 main st New Orleans, LA 70116 Phone: Primary: (258) 252-5888 Alt: N/A Resumes Available: 0 Total, 0 Online Education Level: Bachelor's Degree Occupation Experience: N/A Employment Status: Working Full Time Looking for Work: No Security Clearance: Last Exited: Typing Speed: Language/Proficiency: Indicators: WP - Enrolled 12/02/2014 SFW - Seasonal Farm Worker	Summary Tab Case Notes Tab Activities (Staff) Tab	<input type="checkbox"/>	

Veteran and Migrant / Seasonal Farm Worker indicators display wherever staff look to identify and assist an individual they want to manage.

Veteran and MSFW Indicators in Summary and Detailed Individual Search Results

Provider Case Notes

Viewing the Case Notes tab from the Provider Profile will display general case notes and case notes for each program.

Source IDs displays when the case note is specific to a program.

Case Notes from the Edit Program Review section of the Program tab will only displays notes related to that program.

App ID	Subject	Contact Date	Create Date	Staff User	Program	Source	Source ID	
N/A	Still Testing 251496	11/17/2014	11/17/2014 7:35:21 AM	McGovern, Lois	Computer Applications	Provider Service Review	16782	<input type="checkbox"/>
N/A	Testing OPC #251496	11/14/2014	11/14/2014 3:37:41 PM	McGovern, Lois	Accounting	Provider Service Review	16781	<input type="checkbox"/>
N/A	OPC 251496 Test 1	10/22/2014	10/22/2014 10:49:23 AM	McGovern, Lois	N/A	Case Note	N/A	<input type="checkbox"/>

Page 1 Of 1 Rows 5

Program/Service Skills have not been entered.

* Review Date: Today (mm/dd/yyyy)

* Application Status: Applied For

* Review Status: Not Reviewed

Reapplication Date: Today (mm/dd/yyyy)

Case Note: [Add a new Case Note | Show Filter Criteria]

ID	Create Date	Subject	Actions
882	11/14/2014 3:37:42 PM	Testing OPC #251496	Edit

Approved Provider Training - ITA Status

Approved for Provider Training: ☐ Yes, Approved for Training ☐ No, not Approved for Training

[Save](#) [Cancel](#)

Sample Case Notes for a Provider, Limited to the Location (General Tab and specific Program Review area)

Provider– LWIA of Program Submission

General Information

* Status: ☒ Active ☐ Inactive

* CIP Code: 090201 - Advertising
[Search for CIP code]

* Program / Service Name: Advertising

Program / Service Description: Advertising. An instructional program that describes the creation, execution, transmission, and evaluation of commercial messages concerned with the promotion and sale of products and services, and that prepares individuals to function as advertising (2000 characters max.)

State Use 1: tt

State Use 2:

State Use 3:

State Use 4:

State Use 5:

* Green Job Training: ☒ Yes ☐ No [What is a green job?](#)

* WIA Program: ☒ Yes ☐ No

* Completion Level: Apprenticeship Programs

* Attain Credential: High School Diploma or GED or High School Equivalency
Other, Specify:

Certification / License Title:

Certification / License Type: ☐ National Certification or License
☐ State Certification or License
☐ Regional Certification or License
☐ Certification or License Does Not Apply

* Date Program First Offered: 05/19/2014 Today (mm/dd/yyyy)

* Pell Grant Eligible: ☐ Yes ☒ No

LWIA Submitted: None Selected

Program Services

Support Services

Contracts

Self Service Education Programs

Provider: GSI LM 1212 A

Self Service Education Program Details

Data indicates this item was changed 01/13/2015. [View History]

Data indicates this item was changed 01/13/2015. [View Detail History]

Program / Service Details

Status: Active

Service Name: Nursing Assistant

Service Description: Nurse/Nursing Assistant/Aide and Patient Care Assistant. A program that prepares individuals to perform routine nursing-related services to patients in hospitals or long-term care facilities, under the training and supervision of a registered nurse or licensed practical nurse.

Service Type: PS - CRS

Alternate Service Type: PS - Approved Provider Training - ITA

State Use 1:

State Use 2:

State Use 3:

State Use 4:

State Use 5:

Green Job Training: No

Cipcode: 511614 - Nurse/Nursing Assistant/Aide and Patient Care Assistant

Date Program First Offered: 01/01/2012

WIA Program: This is a WIA Program.

Pell Grant Eligible: Yes

LWIA Submitted: Orleans Parish

State staff see a drop-down for identifying the LWIA related to WIA approval.

Local staff don't see this drop-down, but if they save any changes, their LWIA populates this field.

Sample LWIA Field for Provider General Info Changes

LMI Dashboard Widgets – New Widgets

Dashboard Widgets Available

[Check All](#) | [Uncheck All](#)

☒ Current Data Profiles
☒ Current Employment Statistics (CES)
☒ Education Services
☒ Employment and Unemployment
☒ Labor Market Facts
☒ Latest News and Announcements
(May not appear if news or announcements have not been posted recently)
☒ Long-Term Industry Projections

☒ Long-Term Occupation Projections
☐ Need help or more information
☒ Occupational Wage Rates (OES)
☒ Quarterly Census of Employment and Wages (QCEW)
☒ Services Review
☒ Top Occupations Advertised Online

Current Employment Statistics (CES)

Employment in Louisiana

Title	Employment
Residential Bldg. Construction	5,600
Nonresidential Bldg. Construction	20,300
Ship & Boat Building	10,100
Basic Chemical Mfg.	11,900
Grocery Stores	33,600

Source: Labor Market Statistics, Current Employment Statistics Program

Data for: September, 2014
[More Current Employment Statistics \(CES\) Data](#)

[Configure](#)

Quarterly Census of Employment and Wages (QCEW)

Average Employment in Louisiana

Industry	Average Employment
Educational Services	167,918
Food Services and Drinking Places	156,761
Hospitals	101,736
Ambulatory Health Care Services	95,992
Professional, Scientific, and Techn...	90,820

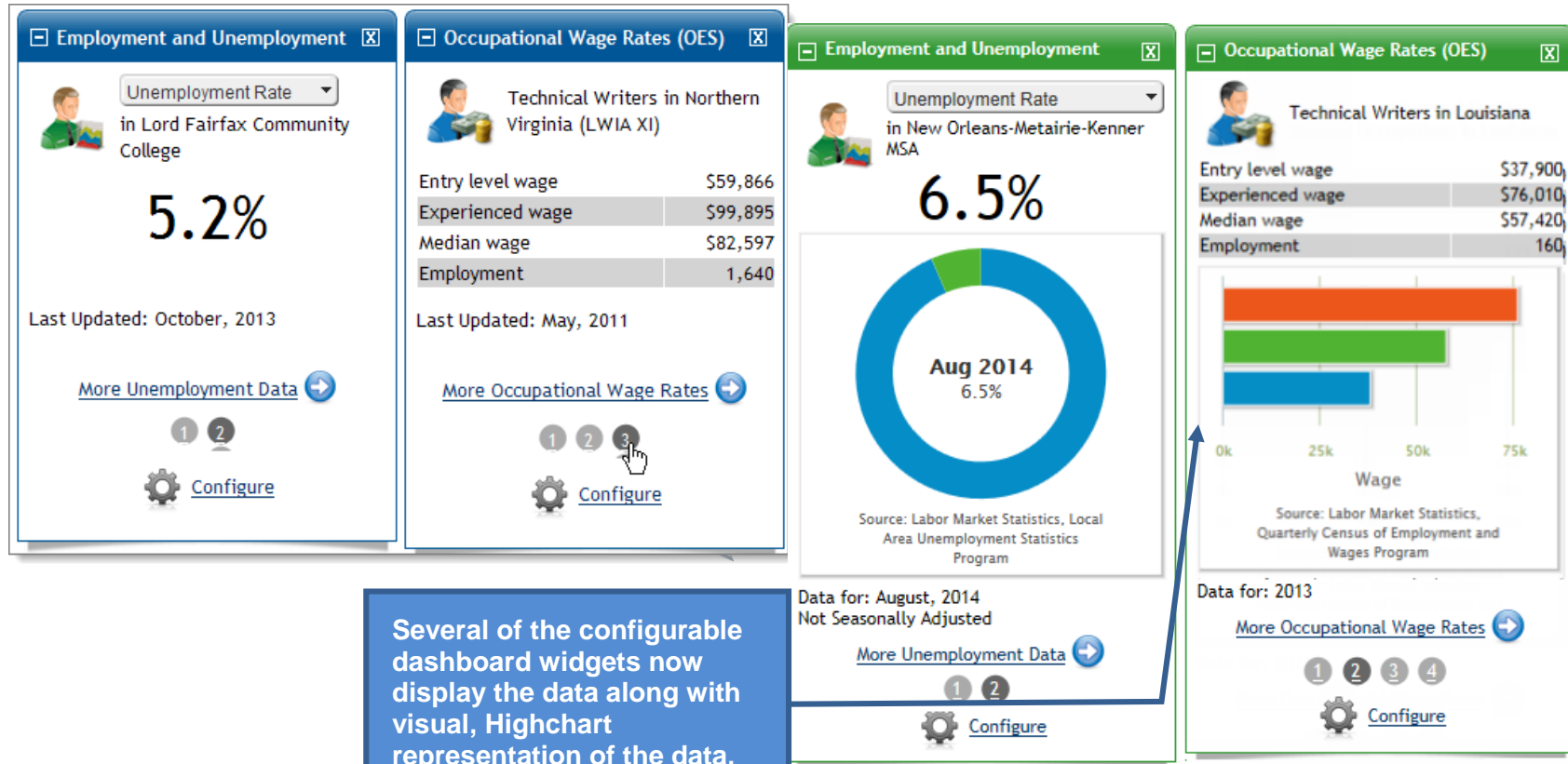
Source: Labor Market Statistics, Quarterly Census of Employment and Wages Program

Data for: First quarter of 2014
[More Industry Data](#)

[Configure](#)

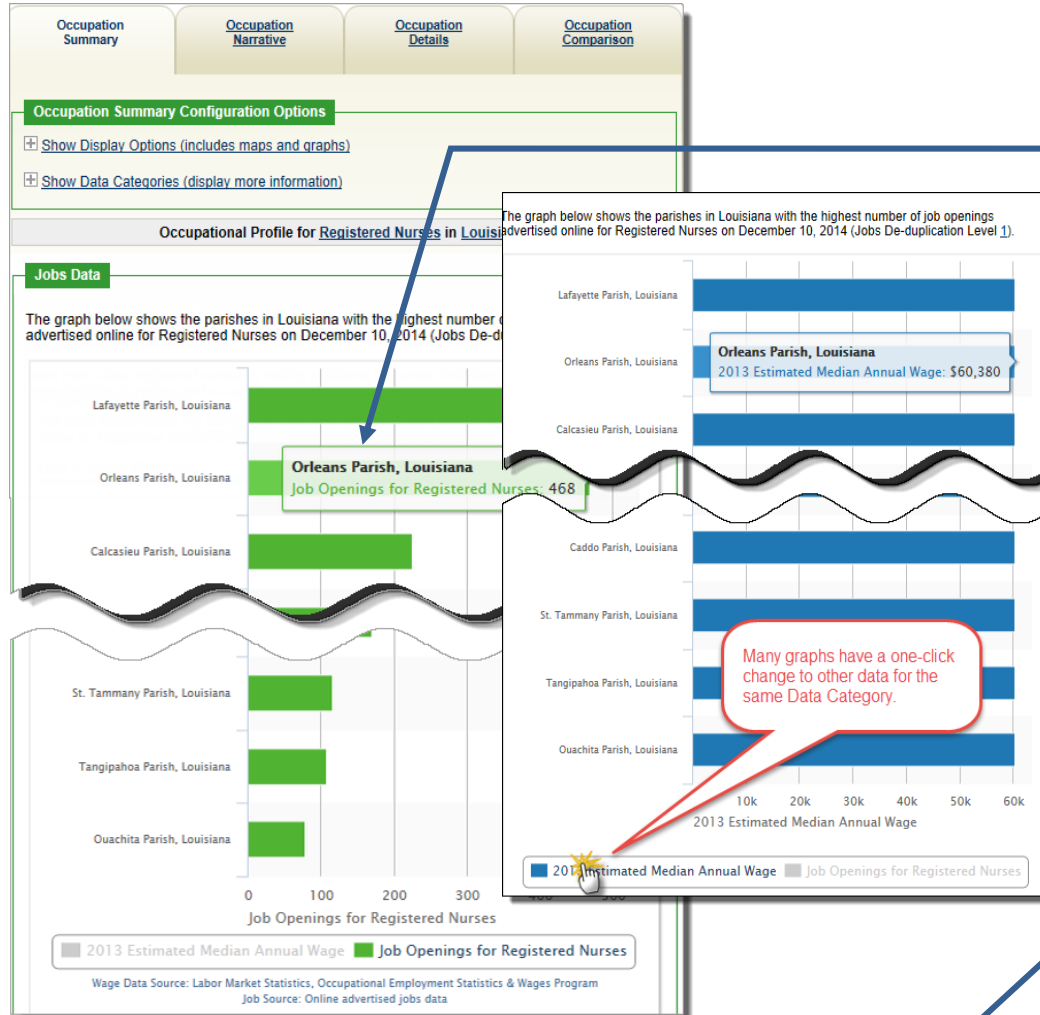
Sample of Dashboard Widget Configuration (Including Four New Widgets)

LMI Dashboard Widgets – Highchart Display



Sample of Configuring the Occupation Wage Rates Widget for a fifth entry Screen

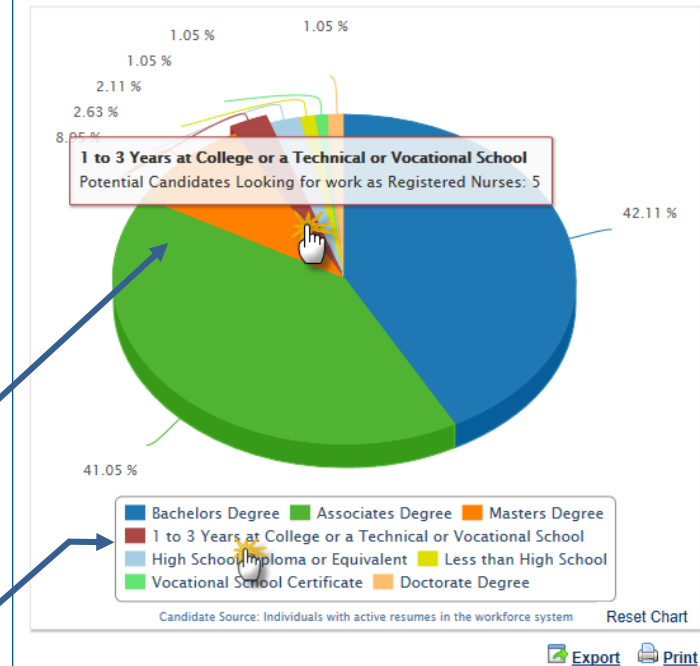
LMI Profiles (Highcharts)



New Highchart graphs are now used on all profiles, and on other current data analysis screens. These screens include more tooltips, zooms and other features.

Education Level of Available Candidates

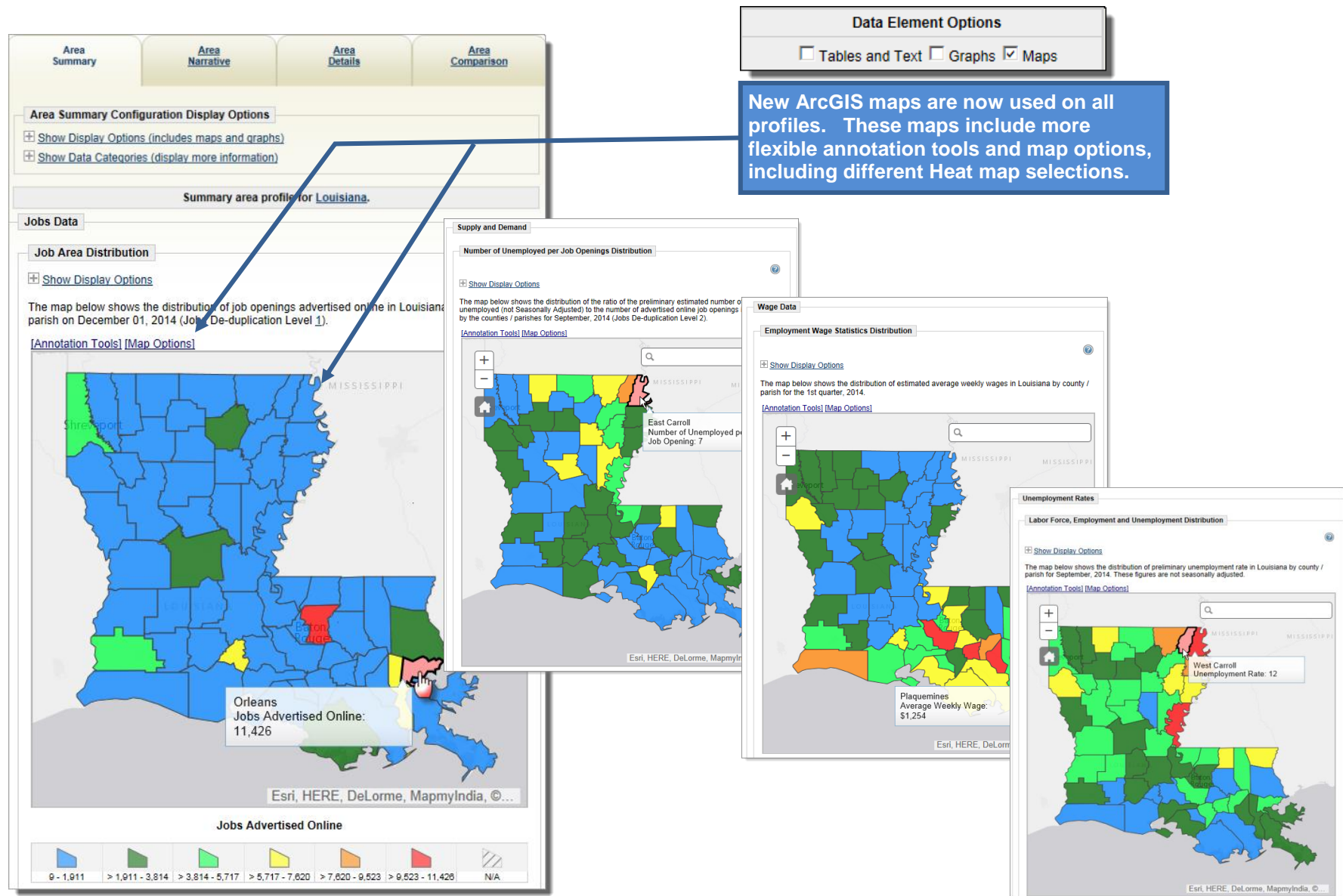
The graph below shows the education levels of potential candidates in the workforce system that are looking for jobs as Registered Nurses in Virginia on December 10, 2014.



One click can emphasize a data item on the chart, or in some pie charts, one click can remove a data item and recalculate/ redisplay the data.


Enhanced Highcharts (sample data from a Current data, Occupation Profile display)

Current Data Sessions, Area Profile (ArcGIS Maps)



Enhanced ArcGIS maps (sample Heat Maps in Current data, Area Profile displays)

Historical Data Sessions, Results Page Options



Wage Rates by Occupation for Multiple Occupations in Virginia in November, 2014

[Show Search Options \(select other areas or time periods to view\)](#)
[Show Display Options \(includes maps, graphs, and narratives\)](#)
[Show Data Categories \(display more information\)](#)

Advertised jobs are spidered daily in real-time. Real-time advertised jobs are collected from employer corporate sites, hospitals, non-profits, local and federal government agencies, schools and universities, recruiter sites, newspapers, volunteer sites, and other public, private, and state boards. [Show Full Description](#)

Wage Rates and Job Openings Table

The table below shows the number of job openings advertised online and advertised salaries for Multiple Occupations in Virginia in November, 2014.

Click a column title to sort.

Occupation	Job Openings	Entry Level Wage	Mean (Average) Wage	Median Wage	Experienced Wage	Action
Architecture and Engineering Occupations	14,313	\$47,116	\$84,609	\$82,378	\$124,210	Profile
Arts, Design, and Creative Occupations	5,180	\$31,300	\$62,368	\$55,000	\$99,898	Profile

Historical Data sessions have 3 controls. Search Options is a more flexible and dynamic form of the older 3-step Area, Time, and Occupation selection menu.

Search Options

Area (click to change): [Virginia](#)

Time Period (click to change): [November, 2014](#)

Occupation (click to change): [Multiple Occupations](#)

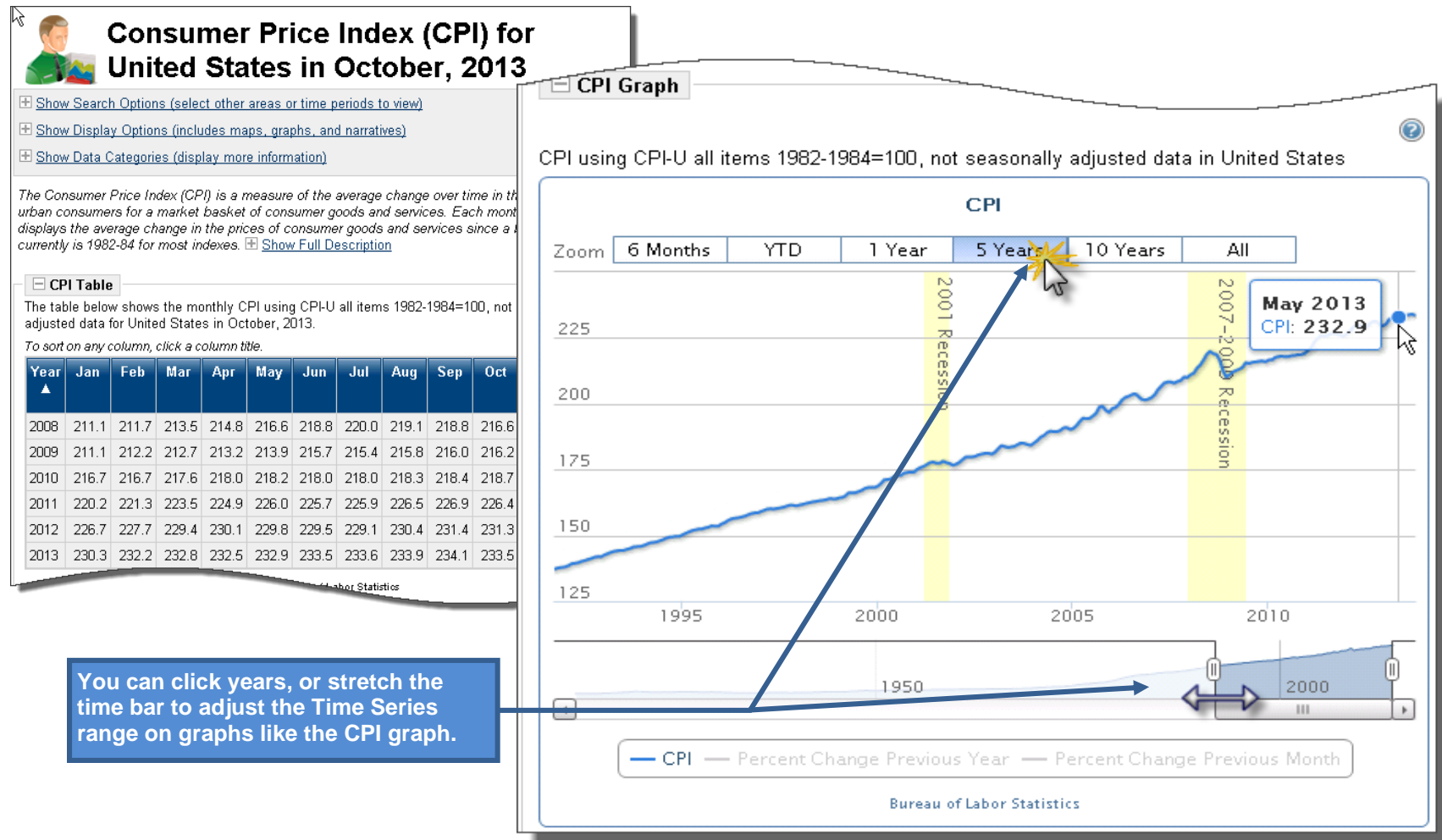
[Show Display Options \(includes maps, graphs, and narratives\)](#)
[Show Data Categories \(display more information\)](#)

Display Options and Data Categories are similar to the same controls for the Area, Occupation, and Industry Profiles, but with additional capabilities.

Tip: The Search options and Display options that the analyst last used for a Historical Data session will be remembered as the defaults during the current session. They will not be remembered after the analyst logs out.

Enhanced Search, Display, and Data Category options are at the top of the page for each Historical Data Session

Historical Data Sessions, Sample Time-Based Graph for CPI



Sample CPI Table and Graph Views for CPI Monthly Amounts for Five Years

Admin - Staff Privilege Tabs

The options for defining Staff Privileges are now handled in a three-tabbed interface.

The tabs include:

- Account Information** – for general setup
- Navigation Preferences** – lets administrators set the initial preferences (which staff can still change later)
- Privileges** – includes the ability to set each privilege group to the highest or lowest level of settings (or to set the highest or lowest level for the entire range of privileges)

Changes could take up to 5 minutes to apply

Access Group: allpriv

Fundable Case Manager: No

Privilege List

[General Privileges | Manage Individuals | Individual File Folders | Manage Employers | Employer File Folders | Employer Case Management | Manage Job Orders | Manage Labor Exchange | Manage Activities | Manage Providers | Manage Consumer Reporting System (CRS) | Manage Scan Card | Manage Case Assignment | Manage Profiling | Manage Communications | Manage Satisfaction Surveys | Manage Funds | Manage Tracking | View Reports | Case Notes Tab | Document Management | Individual Activities Tab | Individual Plan Tab | Individual Programs Tab | Enrollments Global Parameters | Provider Obligations | Provider Payments / Refunds | Individual Assessment Tab | WARN | Incumbent Worker Training | State Staff Cash User Privileges - Employer Training Program State Division | Subgrantee Staff Cash User Privileges | Unemployment Insurance | Unemployment Tax | Dynamic Forms | Cash Administration]

[Expand All Privilege Categories]

[Set all privileges to highest level | Set all privileges to lowest level]

Top

General Privileges

Set all to high | Set all to low

Access the Community Site: Yes

Manage page services tracking: Yes

Visitor System Configuration: Yes

automatic writing of services: Yes

Manage work items: Create/Edit/Delete

Manage Individuals

Individual File Folders

Manage Employers

Employer File Folders

Employer Case Management

Manage Job Orders

Admin – Account Information Tab

Update successfully saved

Account Information | **Navigation Preferences** | **Privileges**

Login Information

• User name (Sign-in Name): [Change](#)

User Identifier: 1289039

System ID: 1289039

Create Date: 1/6/2015 1:26:59 PM

Last Access On: Password: ☐ Reset Password
(The default password of 'Password1' assigned to this user which they will be required to change upon signing in.)

Name and Job Title

• First Name:

• Last Name:

Middle Initial:

• Agency:

• Job Title:

Address Information

Address 1:

Address 2:

City:

State:

• Zip:

County:

Phone Numbers

Primary Phone: - - Ext.

Alternate Phone: - - Ext.

Fax: - -

Cell Phone: - -

Office

• LWIA Region:

• Default Office:

• One-Stop Locations:

Office	Select	Manager
New Orleans Youth Career Center	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Orleans Career Solutions Center - Job 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Program Affiliation

Show: ☒ Active ☐ Inactive ☐ All

• Check all that apply:

☒ Workforce Investment Act (WIA) Program

☒ Wagner-Peyser (WP) Program

☒ Trade Adjustment Assistance (TAA) Program

☐ Youth Local Programs

Other Information

Default Email Address: ☐ System Email ☒ My Email

• Email:

Service Tracking Enabled: ☒ Yes ☐ No
NOTE: Requires "System default automatic writing of services" system setting to be set to "Use staff settings". The "Can override a automatic writing of services" privilege setting will also be used.

State System ID (Station Desk):

• Position:

☐ DVOP (VESS)

☐ LVER (WWS)

☒ Staff

Cash User Type:

• Partner Code:

• Status: ☒ Active ☐ Inactive

Future Deactivation Date: AM (hh:mm AM/PM)
(5 days until notification)

Attach Document(s)

(file extension: gif,peg,jpg,pic,pict,png,tif,tiff)

* Image file only

No attachments found

[Upload a Document](#)

[Update Account](#) [Cancel](#)

Administrators can "upload" a document attached to this tab (e.g., a form approving the setup and privileges to be created for the staff member). This has been identified and added for one customer

Upload a Document

[Browse...](#)

[Upload Document](#) [Cancel Upload](#)

Attach Document(s)

(file extension: gif,peg,jpg,pic,pict,png,tif,tiff)

* Image file only

Document Name	Date Time	Action
Sample-Staff Privs Approval form.jpg	1/6/2015 4:20:00 PM	View Delete

[Upload a Document](#)

Sample Account Information Tab for Staff Administration

Administrator – Only Reset Passwords

Username	User Identifier	System ID	First Name	Last Name	Group	Default Office	Last Login	Action
gsiadawill	2913	2913	Will	Grignon	allpriv <i>13 privilege differences</i>	WIA Statewide Contractor Office	12/19/2014	Inactivate Reset Password
GSIADMINTEST	2818	2818	joe	Jones	allpriv	Region 1 Career Center - Mid County	10/29/2014	Inactivate Reset Password
gsibdassinglocal	2646	2646	bonniel	dassingl	allpriv <i>12 privilege differences</i>	Region 1 Career Center - South County	10/29/2014	Inactivate Reset Password
gsibdassinglocal2	2779	2779	bonnieltwo	dassingltwo	allpriv	Region 2 Career Center	4/7/2014	Inactivate Reset Password
gsibdassingstate	2601	2601	bonnie	dassing	allpriv <i>7 privilege differences</i>	Region 2A Career Center	11/17/2014	Inactivate Reset Password
GSIBESTAFF	2989	2989	Mark	Quark	allpriv <i>15 privilege differences</i>	WIA Statewide Contractor Office	10/23/2014	Inactivate Reset Password
GSICATHYSTAFF	2586	2586	Cathy	Staff	allpriv <i>20 privilege differences</i>	Region 1 Career Center - Mid County	10/6/2014	Inactivate

Username	User Identifier	System ID	First Name	Last Name	Group	Default Office	Last Login	Action
gsiadawill	2913	2913	Will	Grignon	allpriv <i>13 privilege differences</i>	WIA Statewide Contractor Office	12/19/2014	Inactivate Reset Password
GSIADMINTEST	2818	2818	joe	Jones	allpriv	Region 1 Career Center - Mid County	10/29/2014	Inactivate Reset Password
gsibdassinglocal	2646	2646	bonniel	dassingl	allpriv <i>12 privilege differences</i>	Region 1 Career Center - South County	10/29/2014	Inactivate Reset Password
gsibdassinglocal2	2779	2779	bonnieltwo	dassingltwo	allpriv	Region 2 Career Center	4/7/2014	Inactivate Reset Password
gsibdassingstate	2601	2601	bonnie	dassing	allpriv <i>7 privilege differences</i>	Region 2A Career Center	11/17/2014	Inactivate Reset Password
GSIBESTAFF	2989	2989	Mark	Quark	allpriv <i>15 privilege differences</i>	WIA Statewide Contractor Office	10/23/2014	Inactivate Reset Password
					allpriv	Region 1 Career Center - Mid County	10/6/2014	Inactivate

Staff Administration	
Inactivate Staff Accounts	Yes
Administer a Staff Account	Yes
Allow administrator to only reset passwords	Yes
Create a Staff Account	Yes
Assign Cash User Type	Yes
Administer Privilege Groups	Yes
Change Privilege Group Settings	Yes
Delete Privilege Groups	Yes

These parameters disable the ability to access the Staff Privilege tabs. Regardless of other settings, the Administrator can only use the Reset Password link.

Sample use of "Only Reset Passwords" in Administrator's Staff Administration Privileges