How to Access OhioMeansJobs K-12 Reporting Tools

Step 1

OHIO EDUCATIONAL DIRECTORY SYSTEM (OEDS) ACCESS

Local OEDS administrators have the authorization to assign OEDS roles. Users of the OhioMeansJobs K-12 Reporting Tool system are credentialed at four different levels of access, depending on the needs and responsibilities of the user. Not all users have access to all features of the system. The following chart helps users determine the most appropriate access level and the reporting options and restrictions applied to each level. Please note, users may only have one access level assigned.

Access Type	Intended For	Restrictions	Report Access
Student Level Access	Teachers	Access to student detailed reporting functions, No access to aggregated district, and state data	- Apprenticeship - Apprenticeship Services - Career Cluster Inventory - Career Profile - Group Summary - Registration Activity - Assessment - Occupations - Post-Secondary Schools - Scholarship Interests - Career Interests - Program Interests - Activity - Group Detail
District Student Level Access	School Counselors, Principals, Superintendent, etc..	Access to student detailed reporting functions, including access to school and district aggregated data No access to aggregated state data	
District Level Access	School Counselors, Principals, Superintendent, etc..	Access only to school and district aggregated data No access to student detailed reporting functions and to aggregated state data	- Apprenticeship - Apprenticeship Services - Career Cluster Inventory - Career Profile - Group Summary - Registration Activity - Assessment - Occupations - Post-Secondary Schools - Scholarship Interests - Career Interests - Program Interests
State Access	State Reviewers	Access to school, district and regional aggregated data No access to student-level aggregated data, nor to student detail reporting	
Readiness Seal Administrator	Teachers, School Counselors	The Readiness Seal Administrator is an additive role allowing the user to assign the OhioMeansJobs Readiness Seal designation in reporting tools	

Department of Education & Workforce

Step 2

OH|ID OHIOMEANSJOBS K-12 APPLICATION

Once the role is assigned in OEDS, access the OhioMeansJobs K-12 portal through OH|ID. Go to https://ohid.ohio.gov/wps/portal/gov/ohid/login and complete the following steps.

1. Sign in with the user's OH|ID and password. New users may create an OH|ID account by clicking on the link to "Create an OH|ID account."
2. Locate "My Apps" and select the OhioMeansJobs K-12 application. If the application is not listed, click "App Store" and search OhioMeansJobs K-12.
3. Select "Open App" to open the OhioMeansJobs K-12 Reporting Tools platform.

For assistance or to learn more about OhioMeansJobs K-12 and OhioMeansJobs K-12 Reporting Tools, please contact the Career Connections team at the Ohio Department of Education at CareerConnections@education.ohio.gov. For student account support, fill out the contact form on OhioMeansJobs.com.

Ohio Department of Education & Workforce