Welcome!

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Purpose of Workgroups

- 3301.0713 ORC Authorizes the EMIS Advisory Council to make recommendations to improve EMIS and provide a forum for communication and collaboration between the Department of Education and parties in the field involved in collecting, reporting and using EMIS data.
Recommendations for Improvement

- Looking for both short term and long term recommendations
- Recommendations will be shared with EMIS Advisory Council first, then taken to the State Superintendent
- These meetings will be ongoing as needed, and could continue through next year
Domains of EMIS

- EMIS Manual and Data Requirements
- District Software
- EMIS Data Collector
- Department Data Processing
- Reports and Impact
# Workgroups

## EMIS Manual & Data Requirements
- Reporting Responsibility Documentation
- Valid Definitions & Formats
- Communication of Changes/Updates
- Instructional Documentation

## District Software & EMIS Data Collector
- Student Information System
- Payroll/HR System
- User Interface
- Extracts from SIS
- Level 1 Validations
- Report Access

## Department Data Processing/ODDEXX
- ODDEXX
- Gen Issues
- Statewide Processing
- Certification
- Level 2 Reports

## Reports & Impact
- Finance
- Secure Data Center
- Report Card
- Funding Reports
- Accountability
EMIS Manual & Data Requirements 
Feedback

Strengths:
• Searching for information is easy
• The change history is great
• Everything being electronic is helpful

Weaknesses:
• Document is too technical, difficult to understand, wording is vague, and not enough explanations
• Manual is not in a user friendly
• Not updated in a timely manner
Discussion: EMIS Manual

• Being as specific as possible, what do you like about the EMIS Manual?

• What are the biggest challenges in using the EMIS Manual to submit your data and/or what’s missing that needs to be there?
Discussion: EMIS Manual

• What about the EMIS Manual doesn’t work effectively?

• Is ODE updating the manual with changes efficiently? Do you feel the Department is notifying districts of changes properly?
Discussion: EMIS Manual

• Are the existing tools and resources helpful to research and address issues? If not, what would be helpful to a user?

• Are there resources or design changes that could be added immediately that could make it easier for you to use the EMIS Manual?
Discussion: EMIS Manual

- Are there different ideas for how ODE could deliver all the content of the EMIS Manual?

- What does the EMIS Manual look like to you in two years?
Discussion: Communication of Changes

- What do you like about the way changes are communicated?

- What do you like least about the way changes are communicated?

- Are there any regular communications you receive that you feel is unnecessary or not useful/helpful?
Discussion: Communication of Changes

• Which form of communication do you rely on most? Specific thoughts on the following:

  • Ed Connection
  • EMIS Newsflash
  • Twitter
  • EMIS Release Notes
  • EMIS ITC Conference Calls
  • EMIS Software Vendor Conference Calls
Discussion: Communication of Changes

• How could ODE improve communicating changes and/or updates?

• Are there other ways ODE could communicate changes that would be more beneficial?
Discussion: Instructional Documentation

• What do you like about the Instructional Documentation, specifically?

  • EMIS Validation and Report Explanations
  
  • Secure Data Center- Status of Reports
    http://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/Secure-Data-Center-Status-of-Reports
  
  • EMIS Release Notes
    http://education.ohio.gov/Topics/Data/EMIS/Technical-Documentation/EMIS-Release-Notes
Discussion: Instructional Documentation

• Is the Instructional Documentation provided useful?

• Is there Instructional Documentation missing that would be helpful?
Discussion: Instructional Documentation

• Does the design/format meet everyone’s needs?

• Are there any short or long term changes the agency could implement that would help you utilize the Instructional Documentation more efficiently?
Discussion: EMIS Reporting Responsibilities Documentation

• What do you like about the documentation related to EMIS Reporting Responsibilities?
  
  • Data Appeals
  http://education.ohio.gov/Topics/Data/EMIS/Reporting-Responsibilities/Data-Appeals
  
  • Data Review & Verification
  http://education.ohio.gov/Topics/Data/EMIS/Reporting-Responsibilities/EMIS-Data-Review-Verification
  
  • Collection Calendar

• What are the biggest challenges in using the EMIS Reporting Responsibilities documentation?
  
  • Is the information useful?
  • Is the information easy to locate?
Discussion: EMIS Reporting Responsibilities Documentation

• Are there additional types of documentation that would be helpful to have?
Any other discussion topics?
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