

# **EKOS 5.1 Updates Training**

**Provided by EKOS  
Support Team**

# EKOS Version 5.1.00 Implemented Enhancements

## OSOS-261 Literacy / Numeracy Custom Tab has been removed

Lit/Num is now a popup window

Go to Services – Outcomes Tab

Click on the **WIA Enrollment**

Click on the Lit/Num Testing button

‘Type of Test’ field has been renamed to ‘Test Name’

A 60-day Inbox Reminder will be generated if test data is not entered for WIA-enrolled youth who are out of school at registration

## BEFORE

The screenshot shows the EKOS web application interface in Microsoft Internet Explorer. The browser address bar displays <https://www.ekos.ky.gov/osos.html>. The application has a navigation menu with tabs: CUSTOMER, PROVIDER, EMPLOYER, STAFF, and HELP. The main content area is titled 'Customer Search' and 'Customer Detail' for 'Buchanan-Test, Sharon E.' with SSN: 403-99-9999 and OSOS ID: KY001320547. The 'Services' tab is active, showing a sub-tab for 'Lit Num Testing'. The interface includes an 'Enrollment' table with columns for Program, Enr. Date, Enrollment, and Exit Date. The 'Lit Num Testing' section contains fields for Category, Area, and Test Name (formerly 'Type of Test'). There are also sections for 'Pre-Test Information' and 'Post Test 1 Information' with fields for Basic Skill Level, Pre-Test Date, Test Score, and EFL. The bottom of the screen shows a status bar with 'Staff: Buchanan, Sharon', 'Office: 8080 Frankfort Central Office OET', and 'Security: Delete 01/07/2010'.

Program	Enr. Date	Enrollment	Exit Date
<input type="checkbox"/> WIA	07/09/2008	0059 Frankfi	
<input type="checkbox"/> Common M4	07/09/2008	0059 Frankfi	
<input type="checkbox"/> Labor Excha	07/09/2008	0059 Frankfi	

Category	Area

# AFTER

The screenshot shows a web browser window displaying the OSOS application. The browser title is "OSOS - Microsoft Internet Explorer" and the address bar shows "https://demo.ososinfo.org/osos.html". The application interface includes a navigation menu with tabs for CUSTOMER, PROVIDER, EMPLOYER, STAFF, and HELP. The CUSTOMER tab is active, showing a sub-menu with options like Customer Search, Customer Detail, Comp Assess, and Services. The main content area displays customer information for James B. Jones, including SSN: 555-22-6666 and OSOS ID: NY930287908. There are several tabs for Agency Info, Achievement Objectives, Services, Service History, Enrollments, Outcomes, Comments, and Audit. The Outcomes tab is selected, showing a table with columns for Program Type, Enr. Date, Enrollment Office, Exit Date, Exit Office, and SA. A single row is visible for "Labor Exchange" with a checked checkbox. Below the table are buttons for "Print List" and "Lit/Num Testing", with the latter circled in red. At the bottom, there are buttons for "Save", "Customer Detail", "Comp Assess", "Comments", and "Check Labor Market Information". The footer shows "Staff: what is a tester, tester", "Office: Elmira", "Security: Delete", and "07/24/2009".

**CUSTOMER** | PROVIDER | EMPLOYER | STAFF | HELP

Customer Search | Customer Detail | Comp Assess | **Services**

**Jones, James B.** | SSN: 555-22-6666 | OSOS ID: NY930287908

Agency Info | Achievement Objectives | Services | Service History | Enrollments | **Outcomes** | Comments | Audit

**Employed in Quarter after Exit**

Employed after Exit	Determination Method
1st Quarter	
2nd Quarter	
3rd Quarter	

Program Type	Enr. Date	Enrollment Office	Exit Date	Exit Office	SA
<input checked="" type="checkbox"/> Labor Exchange	09/09/2002	NiskayunaCW	09/09/2002	NiskayunaCW	Yes

Print List | Lit/Num Testing

Save | Customer Detail | Comp Assess | Comments | Check Labor Market Information

Staff: what is a tester, tester | Office: Elmira | Security: Delete | 07/24/2009

Literacy/Numeracy Testing -- Web Page Dialog

**Literacy/Numeracy Testing**

**General Information**

Enrollment Date: 09/09/2002

Program Type: Labor Exchange

Basic Skills Deficient:

Category:

Test Name:

Functional Area:

Create Date:

Create Admin:

Modify Date:

Modify Admin:

**Pre-Test**

Score:  Date:  GLE:

EFL:

**Post-Test Year 1**

Score:  Date:  GLE:

EFL:

**Post-Test Year 2**

Score:  Date:  GLE:

EFL:

**Post-Test Year 3**

Score:  Date:  GLE:

EFL:

Category	Test Name	Functional Area
<input type="checkbox"/>		

Add Test Delete Test

Save Cancel

## OSOS-265 Process to facilitate Verification of Enrollment Data prior to entering the enrolling service

The Mediated application now provides the ability to verify enrollment “date of participation” data prior to a new enrollment being created or when an existing enrollment changes from SS/IO to Staff-Assisted. If information is changed on the Verification screen it changes the Customer Detail information also.

Users with the appropriate security are able to update the WIA Logging enrollment up until the point of

### Verification Pop-Up Screen

The screenshot displays a web-based verification form titled "Verification -- Web Page Dialog". The form is organized into several sections:

- Customer Detail** (selected tab) and **Comp Assess** (inactive tab).
- General Information**: Includes dropdown menus for Education Level (Doctorate Degree), School Status (Not attending school; H.S. Graduate), and Employment Status (Not Employed). It also features a UI Claimant dropdown and a Profiled Date field.
- Programs & Public Assistance**: A list of programs with dropdown menus and input fields, including TANF, GA, RCA, SSI, Food Stamps, SSDI, Dislocated Worker, Displaced Homemaker, and Other WIA Programs.
- Income & Disability Status**: Includes dropdowns for Lower Living Standard (N/A), Local Priority (N/A), and Disability Status (Not Disclosed). It also has an Income 70% LLSIL field (N/A).
- Migrant**: A section with a radio button for Migrant / Seasonal Wkr (Yes/No).
- Military Service**: A section with a checkbox for Service Veteran.
- Work History**: A section with a Reason for Leaving dropdown (Lack of work).

At the bottom of the dialog, there are "OK" and "Cancel" buttons.

Updates to the WIA Logging record will now be visible through a new Audit tab that will track the changes.

The screenshot shows a 'Webpage Dialog' window with the following sections and data:

- Customer Detail** (Tabs: Customer Detail, Comp Asses, **Audit**)
- General Information**
  - Education Level: 12 Grade - HS Graduate
  - School Status: Not attending school; H.S. Graduate
  - Employment Status: Not Employed
  - UI Claimant: Seek (Subject to Work Search)
  - Profiled: [ ] Profiled Date: [ ]
- Programs & Public Assistance**
  - Cash Public Assistance: [ ]
  - Food Stamps: [ ]
  - Dislocated Worker: [ ]
  - Displaced Homemaker: [ ]
  - Other WIA Programs: [ ]
- Income & Disability Status**
  - Lower Living Standard: N/A
  - Income 70% LLSIL: N/A
  - Local Priority: N/A
  - Disability Status: Not Disclosed
  - Disability Category: [ ]
- Migrant**
  - Migrant / Seasonal Wkr:  Yes  No
  - Migrant Class: [ ]
  - Empl. in Farmwork: [ ]
  - Farmwork Threshold: [ ]
  - Farmwork Type: [ ]
- Military Service**
  - Service Veteran:
  - Veteran Status: Disabled Veteran
  - From: 02/03/1972
  - Thru: 10/12/1975
  - Service Disability: Disabled
  - Campaign Veteran:
  - Transition Type: [ ]
  - Veteran Era: Vietnam
- Work History**
  - Reason for Leaving: Retired
  - Dislocation Date: [ ]

Buttons: OK, Cancel

## OSOS-269 Add new Origination Methods

Origination method of jobs imported from job banks such as AJE, Job Central and e3 are now identified within the Data Exchange Inbound Process.

States will be able to set their own origination method for other local data sources.

The screenshot shows the OSOS web application interface. The browser window is titled "OSOS - Microsoft Internet Explorer" and the address bar shows "https://www.ekosdev.ky.gov/osos.html". The application has a navigation bar with tabs for "CUSTOMER", "PROVIDER", "EMPLOYER", "STAFF", and "HELP". The "EMPLOYER" tab is active, and the "Job Order Search" sub-tab is selected. The form contains several sections:

- Quick Search:** Includes "General Info", "Job Detail", "List Search", and "Custom" tabs.
- Search Fields:** Includes "Origination" (dropdown), "Order Status" (dropdown), "Emp Job Title" (text), "Emp Req #" (text), "Job Order Date From" and "Thru" (date pickers), "Source (State)" (dropdown), "Source (Fed)" (dropdown), "Last Open Date From" and "Thru" (date pickers), "O\*Net Title" (text), "O\*Net Titles" (text), "Category" (dropdown), "Staff Assigned" (text), "Change" (button), "Office" (dropdown), "Employer Info" (text), "Contact Last Name" (text), "Job Location" (text), "City" (text), "County" (dropdown), "Zip" (text), "Radius" (dropdown), "Ownership" (dropdown), "NAICS" (text), "Suppressed" (dropdown), "Email" (checkbox), "URL" (checkbox), "Fax" (checkbox), "Phone" (checkbox), "Mail" (checkbox), and "In Person" (checkbox).
- Table:** A table with columns: Company, Title, Order#, Date, Status, Age, OR/MD, OR ID, #D, #R, #O, #H.
- Footer:** Includes "25" (text), "Search" (button), "Clear" (button), "Detail" (button), "Print List" (button), "Comments" (button), "Save Search" (button), "Assign to List" (button), "Post Match" (button), and "Refer" (button).

At the bottom of the page, there is a status bar showing "Staff: Buchanan, Sharon", "Office: 8080 Frankfort Central Office OET", "Security: Search", and "01/11/2010".

## OSOS-273 Common View of General Comments

Throughout the application the “Post a Note” button has been renamed “Comments”.

The Customer Detail and Services Comments have been combined into one common view. The Comments feature is now available in the Search function of Employer, Job and Provider modules.

All Comments (new and existing) have edit capability with restrictions. You cannot edit comments that you did not create or if you do not have Delete level security.

The screenshot displays the OSOS-273 application interface in Microsoft Internet Explorer. The browser address bar shows <https://www.ekosdev.ky.gov/osos.html>. The application has a top navigation bar with tabs for CUSTOMER, PROVIDER, EMPLOYER, STAFF, and HELP. Below this is a sub-navigation bar with buttons for Customer Search, Customer Detail (highlighted), Comp Assess, and Services. The main content area shows the details for Sharon E. Buchanan, with SSN: 403-99-9999 and OSOS ID: KY001320547. The 'Comments' tab is selected in the bottom navigation bar, which also includes buttons for Save, Start Match, Services, Comp Assess, Activity, I.A. Referrals, Correspond, IVR, Return to Srch, Tag, Resume, and Schedule. The 'Comments' button is circled in red. The application also features a 'Customer Data' section with fields for SSN, Username, Last Name, First Name, Date of Birth, Gender, Address, City, State, Zip Code, Country, Phone, and Email. There are also sections for 'Customer Assignment' and 'Contact Preferences'.

Section	Field	Value
Customer Data	SSN	403-99-9999 N/A <input checked="" type="checkbox"/>
	Username	selbuchanan
	Last Name	Buchanan
	First Name	Sharon MI E
	Date of Birth	01/01/1960
	Gender	Female
	Address	275 E. Main Street - THIS IS A TEST RECORD
	City	Frankfort
	State	Kentucky
	Zip Code	40601
	County	Franklin
	Country	United States
	Phone	502-352-6403 Alt: 502-395-1764 Fax: 525-564-7799
	Email	sharon.buchanan@s@ky.gov
	U.S. Citizen	<input checked="" type="checkbox"/>
Customer Assignment	Staff Assigned	selfregky0059, selfreg
	WIB Assigned	Bluegrass
	Agency	DEPARTMENT OF LABOR
	Office	0059 Frankfort OET
Contact Preferences	Use Postal	<input checked="" type="checkbox"/>
	Pri. Phone	<input checked="" type="checkbox"/>
	Alt. Phone	<input checked="" type="checkbox"/>
	Fax	<input type="checkbox"/>

OSOS - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print Mail News RSS Settings

Address <https://www.ekosdev.ky.gov/osos.html> Go Links Google

**CUSTOMER** PROVIDER EMPLOYER STAFF HELP

Customer Search Customer Detail Comp Assess **Services**

**Buchanan, Sharon E.** SSN: 403-99-9999 OSOS ID: KY001320547

<< < Agency Info Achievement Objectives Services Service History Enrollments Outcomes **Comments** Audit Follow-Up >>

Created	Staff Assigned	Comments
<input type="checkbox"/> 06/07/2008	Buchanan, Sharon	testing 6/7/2008
<input type="checkbox"/> 06/07/2008	Buchanan, Sharon	Changed date on Referral to Goodwill activity when entered successfully.
<input checked="" type="checkbox"/> 04/22/2009	<a href="#">Buchanan, Sharon</a>	&
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	/
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	,
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	s'
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	%
<input type="checkbox"/> 04/30/2009	Buchanan, Sharon	THIS IS A TEST RECORD
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	-
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	[
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	<
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	:
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	#
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	:
<input type="checkbox"/> 04/22/2009	Buchanan, Sharon	(!)
<input type="checkbox"/> 06/24/2009	Buchanan, Sharon	<
<input type="checkbox"/> 06/24/2009	Buchanan, Sharon	,!?'><
<input type="checkbox"/> 06/24/2009	Buchanan, Sharon	)]([
<input type="checkbox"/> 06/24/2009	Buchanan, Sharon	=+._)(*^%\$#@!/?><
<input type="checkbox"/> 06/24/2009	Buchanan, Sharon	Sharon's test record!
<input type="checkbox"/> 09/17/2009	Buchanan, Sharon	test 09/17/09

Staff: Buchanan, Sharon Office: 8080 Frankfort Central Office OET Security: Delete 01/11/2010

serv\_comment\_dso.on\_rowenter -->3 Trusted sites