

Learning Objective Template

Performance/Action	Environment/Condition	Measure/Criterion	Learning Objective
<ul style="list-style-type: none"> • What should the participant be able to do? • Is the performance observable? 	<ul style="list-style-type: none"> • What will the participant have/not have while performing? 	<ul style="list-style-type: none"> • How well must the performance be done? • Speed? Accuracy? Quality? 	<ul style="list-style-type: none"> • Related to outcomes, rather than process for achieving those outcomes • Specific, rather than broad • Measurable, rather than intangible
<p><i>Run the 100 yard dash</i></p>	<p><i>Dry, level track</i></p>	<p><i>Within 14 seconds</i></p>	<p><i>Run the 100 yard dash on a dry level track within 14 second</i></p>
			<p>Participants will demonstrate a mastery of Pell/ED express tools, including reports and queries, in order to manage information more efficiently.</p>
			<p><i>Identify where the record fits within the process</i></p>

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SARA NOTES

So few changes to pell- don't even need training- 3-5 firm understanding.

Only brand new people need- but will not attend

“Need as many bums in seats”

Set up- as a standalone- that can be sent out – Brand New- Transitional

OVERALL GOAL – push our people a little harder.

At the end of the day

Learning Objective Template

-import export, originate, export, and set up

need COD

New System

New integration

Use queries on a limited basis- but don't know how they can make jobs easier

Use reports- but not analysis part

Good do-ers

Shortcuts

New fields in multiple entry

Using ED Express to maximum advantage

Maximum efficiency

Short cuts

Leveraging ED express

Give the tools & for X to analyze own process back at home to maximize ED Express efficiency

Tools to analyze their processes to utilize ed express to maximize their efficiency

Participants will demonstrate 5 new queries

Demonstrate a mastery of

What's my problem? Manage my information in a better way.

1. Participants will demonstrate a mastery of Pell/ED express tools, including reports and queries, in order to manage information more efficiently.

Learning Objective Template

- Process of record submission (?)
 - Understand process – provide context to where are in the cycle – standalone product (perhaps graphic etc...)
- **Changes to software – Level 1-2**
 - **New fields available in multiple entry**
 - **Verification status codes have changed**
 - **SSN identifier has changed due to COD**
 - **Cents can be used**
 - **Record source code fields have been added**
 - **There are more**
- **Reports –Level 4**
 - **New disbursement pending report has been created**
 - **Combine multiple reports to synthesize information**
- **Queries/Edit codes - Level 4**
 - **Pre-defined queries – Modify? Create?**

Learning Objective Template

- **Using queries in conjunction with multiple entry and reports**
- **Using edit codes to identify systematic problems in the process**
- **Demonstrate use new “Compare” field**
- **COD impacts – schools need reassurance- this is the only stuff that will effect you.**
 - **SSN identifier has changed due to COD**
 - **View rejected batches on the web**
 - **Question? Can view all rejections through student record?**
 - **POP process has changed**
- **Data entry**
- **Module integration – Aligned with...**
- **How a non-traditional school utilizes the product (maybe more instructional strategy)**

Learning Objective Template

- Set-up
- Resources for help – sources of assistance for schools (pointing them to all the things that they weren't allowed to train on)
- Record creation
- **What are the changes to the software?**

Manual for Pell