# LA: RISE CalJOBS Reports

There are a variety of reports that can be generated through the CalJOBS system. This guide will assist you with pulling information for the LA: RISE Program.
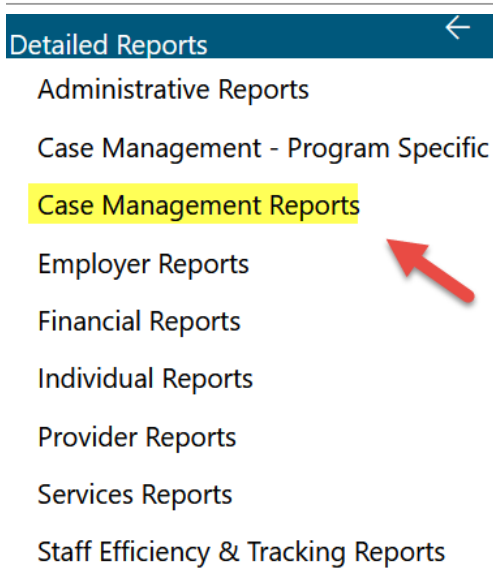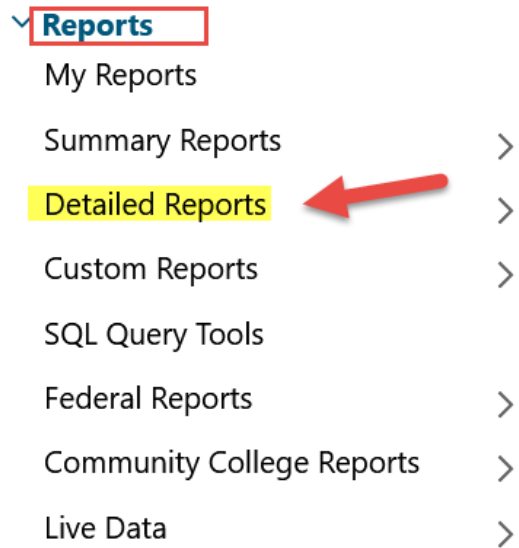


Log in to CalJOBS through https://www.caljobs.ca.gov

# Questionnaire List Report

To run this report:

1. Select **Detailed Reports** from the report's menu.

2. Under the **Miscellaneous** section select **"Questionnaire."**

3. Select **Questionnaire List Report**

▼ Case Management - Program Specific
Reports grouped by a specific federal or local program containing detailed information unique to that program.

▶ **Generic Programs** ⬅
This report lists participants in one of the system's Generic programs scheduled to exit the program within a specified period.

▶ NFJP
Reporting for NFJP program participation and services.

▶ Trade Adjustment Assistance (TAA)
Trade reports displaying data on participants, petitions and petition number, TAA follow-up, and more.

▶ Wagner-Peyser
Reporting for Wagner-Peyser displaying data for ineligible applications, and participant tracking by layoff date and employment entered by assistance or self-service.

▶ WIOA Title I
Reports organized by specific federal WIOA program groups displaying detailed data unique to WIOA programs.

▶ WIOA Youth
Reporting for WIOA Youth program participation and services.

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▼ Generic Programs
This report lists participants in one of the system's Generic programs scheduled to exit the program within a specified period.

    ▼ Other Reports
      ADP Application Characteristic          Soon to Exit Cases
    ▼ Questionnaire
      Generic Programs          Questionnaire List Report ⬅

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# Questionnaire List Report

**CalJOBS**℠    **Questionnaire - Questionnaire List Report**

| Selection Criteria |
| --- |
| Program |

| Program:<br>(Press Shift to select multiple items) | OC GROW / LEAP-2 ⬅<br>**Regional LA:RISE**<br>RETAIN Project<br>Sonoma County Rapid Response |
| --- | --- |
| Customer Group: | None Selected<br>Santa Cruz Financial Literacy Program Services |

1. Select Regional LA: RISE Program.
2. Customer Group can be left unselected.

## Questionnaire

**Question Set Name:** Please answer the following questions ▾

**Questions:**
(Press Ctrl to select multiple items)

```
None Selected
1. Social Security Number
2. Registration Date
3. Agency Name
4. WIOA Co-Enrolled
```

*Only select if you want specific questions*

3. Questions can be left as unselected. If a specific question is required, a selection can be made.

## Location

**Region/LWDB Status:** ● Active ○ Inactive ○ All

**Region/LWDB:**
```
Employers' Training Resource
Kings County Job Training Office
City of Los Angeles
Los Angeles County WDACS
```

**Office Status:** ● Active ○ Inactive ○ All

**Office Location:**
```
None Selected
03323 Chabot Comm. Coll., Workfc
03324 Workforce Investment Boar(
03325 Hayward JS
```

*Select your Office*

4. Select City of Los Angeles as the Region.
5. Select your Office Location.

6. Select "Application Date" as the date filter.
7. Select desire "Date Range."
8. Run Report.

**Sample Report**

The sample report displays a roster of the participants with a total number count at the bottom. In addition, the information can be sorted in alphabetical order or by date. To sort, click on the column. Once you have sorted the report, you can export it to excel or PDF.

| Participant Name | State ID | User ID | App ID | Eligibility Date | Enrollment Date | Registration Date | Registering Agency | Age | Gender |
|---|---|---|---|---|---|---|---|---|---|
| ABAIR, WILLIAM | 29591158 | 29591158 | 16132713 | 09/20/2016 | 09/20/2016 | 09/20/2016 | Goodwill WorkSource | 50 | Male |
| Aburime, Christopher | 1001932810 | 31076336 | 16843583 | 06/08/2017 | 06/08/2017 | 06/08/2017 | Goodwill WorkSource | 47 | Male |
| Adelman, Joshua | 1001869455 | 31006912 | 16340825 | 12/09/2016 | 12/09/2016 | 12/09/2016 | Goodwill WorkSource | 44 | Male |
| Aguilera, David | 1001773711 | 30903799 | 16136862 | 09/30/2016 | 09/30/2016 | 09/30/2016 | Goodwill WorkSource | 65 | Male |
| Alexander, Charles | 1001732657 | 30859526 | 16070333 | 08/26/2016 | 08/26/2016 | 08/26/2016 | Goodwill WorkSource | 53 | Male |
| Alexander, Donna | 1000761366 | 29837462 | 16680004 | 04/04/2017 | 04/04/2017 | 04/04/2017 | Goodwill WorkSource | 53 | Female |
| Allen, Phyllis | 60442970 | 23675260 | 16637207 | 03/02/2017 | 03/02/2017 | 03/02/2017 | Goodwill WorkSource | 63 | Female |
| Alvarado, Gonzalo | 1002045471 | 31201683 | 16771604 | 02/24/2017 | 02/24/2017 | 02/24/2017 | Goodwill WorkSource | 42 | Male |

# Exited Cases Report

To run this report:

1. Select **Detailed Reports** from the report's menu.

2. Under the **Case Management Report** section select **"Case Load."**

3. Select **Exited Cases Report.**
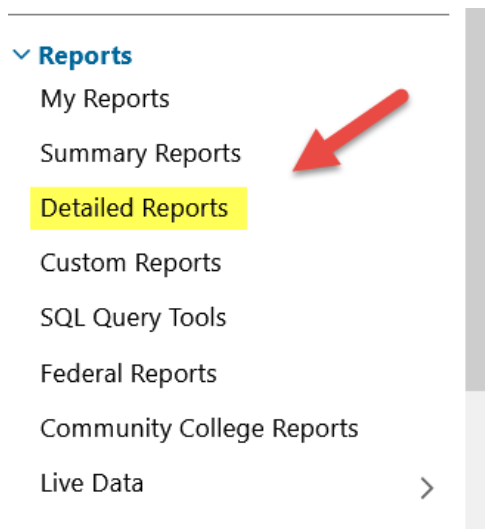




▼ Case Load
View reports providing a snapshot of various case management indicators prior to federal reporting. Identify key indicators, such as individuals who are soon-to-be soft exited, youth missi individuals currently enrolled without case assignment.

▼ Case Load

| | |
|---|---|
| Active Cases | Active Enrollment |
| Application | Assessment of Educational Functioning Levels |
| Assigned Case Load | Case Closure Employment |
| Case Closure Information | Case Closure Reportable Performance Indicators |
| Case Summary By Application Date | Co-Enrollment Customer Groups |
| Co-Enrollment Summary | Credentials |
| Credentials Required | Days since Last Active Service |
| Eligibility Enrollments | Enrollment in Homeless Veterans Reintegration Program |
| Enrollment Summary By LWIA | Exit Reason Summary |
| Exited Cases | Expiring Work Authorization |
| Hourly Wage Before and After Enrollment | Measurable Skill Gains |
| Measurable Skill Gains Required | Obtained Employment |
| Participants Co-enrolled in Partner Programs | Projected Begin Dates |
| Projected End Dates | Quarterly Follow Up Status |
| Soon to Exit Cases | Staff Assisted Summary |
| Staff Caseload by Program and Status | Summary |
| Targeted Measurable Skill Gain | Veteran Data Discrepancies |

## Exited Cases Report

**CalJOBS**℠

| | Selection Criteria |
|---|---|
| | **Program** |

**Program:**  None Selected ▼

**Customer Group:**

L.A.: Rise 3.0
LA:RISE YOUTH Academy
MLC WTW Tuolumne (Welfare to Work)
MON_Silver Star Program
MON_Youth Ambassador's for Peace Project
National Farmworker Jobs Programs (NFJP)
OC GROW / LEAP-2
Regional LA:RISE
RETAIN Project
Sonoma County Rapid Response
STEPS- Youth
Subsidized Transitional Employment Program (STEP)
Title I Workforce Development (WIOA)

**Location**

**Region/LWDB Status:**

**Region/LWDB:**

**Office Status:**

**Region/LWIA:**  The Region/LWIA should always be set to City of Los Angeles

| | Location |
|---|---|

**Region/LWDB Status:**  ⦿ Active  ◯ Inactive  ◯ All

**Region/LWDB:**

City of Los Angeles

**Office Status:**  ⦿ Active  ◯ Inactive  ◯ All

**Office Location:**

None Selected
*01100 Canoga Park/West Hills Worksource Ctr (JS)'
00312 LA - MCS/Hollywood (WSB)
00316 LA - CCD/Wilshire (WSB)

**Exit Reason:**  All Exit Reasons ▼

**Office Location**:  Select your Office from the drop-down menu.
**Exit Reason:** The exit reason could be left unselected, or a specific exit reason could be selected.

| | Date |
|---|---|
| **Filter By Date:** | Exit Date ▼ |
| **Date Range:** | Previous Program Year ▼ |
| **From:** | 07/09/2020 📅 (MM/DD/YYYY) |
| **To:** | 07/08/2021 📅 (MM/DD/YYYY) |
| | Reset Dates |

Run Report

 After selecting the appropriate filters for your report, click on "Run Report" to generate the report. An example of the report is below.

**Sample Report**

CalJOBS℠  **Case Load Reports - Exited Cases**

⊞  Staff Email Search

|◁ ◁ [1] of 2 ? ▷ ▷| ⊕    100% ▼    💾 ⌄    🖨

**Case Management Reports - Exited Cases Report**
- Program: Regional LA:RISE
- Customer Group: Regional LA:RISE
- LWIA/Region: City of Los Angeles
- Exit Reason: All Exit Reasons
- Filter By Date: Exit Date
- Date Range: 7/1/2020 - 6/30/2021
- Report Run Time: 7/8/2021 5:55:28 PM

| Last Name | First Name | Date of Birth | App | State ID | LWIA | Office | Program Name | Case Manager | Create Date | Exit Date | Exit Reason |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Adams | Dejon L | | | 402394390 | City of Los Angeles | LAI GEN-Goodwill SoCal | Regional LA:RISE | Not Assigned | 06/15/2021 | 06/15/2021 | |
| Addison | Christina E | | | 1004456053 | City of Los Angeles | LAI GEN-Chrysalis Enterprises | Regional LA:RISE | Not Assigned | 06/30/2021 | 06/30/2021 | |
| Alarcon | Maximiliano C | | | 1004278924 | City of Los Angeles | LAI GEN-Goodwill SoCal | Regional LA:RISE | Not Assigned | 11/24/2020 | 11/24/2020 | |
| Alarcon | Miguel A | | | 46389536 | City of Los Angeles | LAI Center for Employment Opportunities | Regional LA:RISE | Not Assigned | 06/14/2021 | 04/23/2021 | |
| Alexander | Randy A | | | 1004309950 | City of Los Angeles | LAI GEN-Chrysalis Enterprises | Regional LA:RISE | Not Assigned | 06/28/2021 | 06/28/2021 | |
| ALVARADO | EMILIO E | | | 833443287 | City of Los Angeles | LAI GEN-Chrysalis Enterprises | Regional LA:RISE | Not Assigned | 03/29/2021 | 02/09/2021 | |
| ALVAREZ | CAROLINA G | | | 1002626376 | City of Los Angeles | LAI GEN-Homeboy Industries | Regional LA:RISE | Not Assigned | 06/30/2021 | 06/30/2021 | |
| Amador | Arturo G | | | 407378635 | City of Los Angeles | LAI GEN-Homeboy Industries | Regional LA:RISE | Not Assigned | 11/29/2020 | 11/25/2020 | |
| Amador | Arturo G | | | 407378635 | City of Los Angeles | LAI GEN-Homeboy Industries | Regional LA:RISE | Not Assigned | 06/30/2021 | 06/30/2021 | |
| Amaya | Angie A | | | 1001250649 | City of Los Angeles | LAI South Los Angeles-Exposition Park YSC - AYE | Regional LA:RISE | Not Assigned | 12/22/2020 | 11/30/2020 | |
| Amaya | Angie A | | | 1001250 | City of Los Angeles | LAI South Los | Regional LA:RISE | Not Assigned | 06/30/2021 | 06/30/2021 | |