

## **Career and Technical Education Graduate Follow-Up Web Application**

This brief tutorial walks you through the screens you will see when logging on and entering your Graduate Follow Up information.

A list of students has been prepared for you to select and update. These students were in grade 12 during the previous school year (at the time of this writing that would be the 2009-2010 school year) and became Career and Technical Education Program Concentrators and/or Completers at some point during their high school enrollment. This information is based on 9<sup>th</sup> Month Attendance extract from STI for the school year as well as the Career and Technical Education Student Profile data maintained at the state department. The Student Profile is a database of cumulative information that is updated each year using the enrollment data from STI. It is maintained in order to identify program Participants, Concentrators and Completers. The data is used to report to the federal government for Perkins funding requirements, and to analyze trends in placement.

There are a few things to consider:

1. Students included in this report graduated in the previous school year. They may not have taken a Career Tech class in their final school year, but did qualify as they became program Concentrators or Completers in a previous school year and graduated in this reporting year.
2. This data collection limits the students to only those who are Concentrators (have at least 2 CUs) or Completers in Programs.
3. The students are listed according to their "reporting" LEA (the LEA where the student took the class), not their home school LEA. Some students may have two reporting LEAs when they take classes at their home school and also commute to a technical center in another LEA. In these cases, we have attempted to select the last system reporting.

**If a teacher believes a qualifying graduate is missing, based on the above criteria, he/she should do the following:**

First, Log In and EDIT his/her personal PROFILE to include the HOME school of the student. (Please see the **Login Tutorial** on the Login page of the Career Tech website for a detailed explanation of Adding Schools to your profile).

Second, select that school to see if the student is listed there. If so, update the graduate's status to the best of his/her ability.

Third, if the student cannot be located, and the teacher knows the graduate qualifies, add the student and update his/her status.

If you have any **questions:**  
Contact **Russell Phatuos** by email at  
[russellp@alsde.edu](mailto:russellp@alsde.edu).

# Career and Technical Education Graduate Follow-Up Web Application

## Welcome Page

The screenshot shows a web application interface with a blue header and sidebar. The header contains the Alabama Department of Education logo and the text "ALABAMA DEPARTMENT OF EDUCATION". The sidebar has three buttons: "Home", "ALSDE Home", and "Edit Profile". The main content area displays the user's name "T. Phaturos" and the school year "2007-2008". Below this, it says "Welcome to Career and Technical Education Graduate Follow-Up". A message box indicates that the application will close at midnight on May 2, 2009. A button labeled "Go to the Graduate Follow-Up Application" is centered below the message. At the bottom, there is contact information for Russell and Sray, and a link to a "Follow-Up Tutorial".

**ALABAMA**  
DEPARTMENT OF EDUCATION

Home  
ALSDE Home  
Edit Profile

**T. Phaturos**  
**2007-2008**

Welcome to  
**Career and Technical Education  
Graduate Follow-Up**

The Follow-Up web application will close at midnight on May 2, 2009.

**Go to the Graduate Follow-Up Application**

Please e-mail if you have any questions or problems:  
[russellp@alsde.edu](mailto:russellp@alsde.edu) or [sray@alsde.edu](mailto:sray@alsde.edu)  
[Follow-Up Tutorial](#)

This page may display some message(s) relative to the current status of the Follow-Up application of special instructions to users.

Click the "Go to the Graduate Follow-Up Application" button to proceed.

# Career and Technical Education Graduate Follow-Up Web Application

## LEA Select Page

**ALABAMA**  
DEPARTMENT OF EDUCATION

**Home**

**ALSDE Home**

**Edit Profile**

**T. Phaturos**

**2007-2008**

Select School Year

2007-2008

Select LEA

Al Inst Deaf And Blind  
Alexander City  
Andalusia City  
Arab City  
Athens City  
Auburn City  
Autauga Co  
Baldwin Co  
Bibb Co  
Birmingham City  
Blount Co  
Boaz City  
Brewton City  
Bullock Co  
Butler Co

Select LEA

Use this page to designate the School Year and the LEA with which you want to work.

Only those LEAs that are attached to your User Profile will be available in this list.

Most people will see a single LEA listed.

There are some people that work with multiple LEAs, and for those people, all of the LEAs associated with their User Profile will be available for selection.

# Career and Technical Education Graduate Follow-Up Web Application

## Selection Criteria Page

The screenshot shows a web application interface for the Alabama Department of Education. At the top, there is a blue header with the Alabama Department of Education logo and the text "ALABAMA DEPARTMENT OF EDUCATION". Below the header, there is a navigation menu on the left with buttons for "Home", "ALSDE Home", "Edit Profile", and "Change LEA". The main content area displays the user's name "T. Phaturos", location "Boaz City (115)", and year "2007-2008". There are three dropdown menus for selection criteria: "Select School" (All Schools), "Select Service Area" (All Service Areas), and "Select Program" (All Programs). Below these menus is a "Select Student(s)" button. At the bottom, there is contact information: "Please e-mail if you have any questions or problems: russellp@alsde.edu or sray@alsde.edu" and a link to "Follow-Up Tutorial".

This page allows you to enter selection criteria so that you get a filtered list of students.

To see all students in all programs, leave the selection criteria as they are and click the "Select Students(s)" button.

# Career and Technical Education Graduate Follow-Up Web Application

## Student List Page

ALABAMA  
DEPARTMENT OF EDUCATION

Home

ALSDE Home

Edit Profile

Change LEA

### T. Phaturos Boaz City (115) 2007-2008

Selection Criteria:

Graduation Year - 2007-2008

LEA - Boaz City

School - All Schools

Service Area - All Service Areas

Program - All Programs

Edit	School	Home School	SSN (4)	Student	Service Area	Program	Program CUs	Positive Placement	Updated	Update By	Delete
<input type="button" value="Edit"/>	Boaz High Sch	Boaz High Sch	2002	Adams, Michael Todd	Agriscience Education	AgriConstruction	2.00	<input type="checkbox"/>			<input type="button" value="Delete"/>
<input type="button" value="Edit"/>	Boaz High Sch	Boaz High Sch	0470	Buchanan, Jonathan Drew	Agriscience Education	AgriConstruction	3.00	<input type="checkbox"/>			<input type="button" value="Delete"/>
<input type="button" value="Edit"/>	Boaz High Sch	Boaz High Sch	0033	Calmo-matias, Juan	Agriscience Education	AgriConstruction	2.00	<input type="checkbox"/>			<input type="button" value="Delete"/>
<input type="button" value="Edit"/>	Boaz High Sch	Boaz High Sch	0665	Croft, David Lee	Agriscience Education	AgriConstruction	2.00	<input type="checkbox"/>			<input type="button" value="Delete"/>
<input type="button" value="Edit"/>	Boaz High Sch	Boaz High Sch	2205	Decker, Joshua	Agriscience Education	AgriConstruction	2.00	<input type="checkbox"/>			<input type="button" value="Delete"/>

This page presents a list of all students that qualified for Follow-Up (graduated Concentrators) and meeting the selection criteria entered on the previous page.

Click the "Edit" button to enter the Follow-Up data for a student.

# Career and Technical Education Graduate Follow-Up Web Application

## Student Edit Page

The screenshot shows the Alabama Department of Education's Graduate Follow-Up Student Edit page. The header features the Alabama Department of Education logo and the text "ALABAMA DEPARTMENT OF EDUCATION". The page title is "T. Phaturos Boaz City (115) 2007-2008 Graduate Follow-Up Student Edit". The reporting LEA/School is "Boaz City / Boaz High Sch" and the Service Area/Program is "Agriscience Education / AgriConstruction". A table shows the student's SSN(4) as 2002, Student Name as Adams, Michael Todd, CUs as 2.00, Last Update, and Update By. Below this is a form with two columns: "Current Status" and "New Status". The "New Status" column has a note: "A selection is required for each option below". The form includes dropdown menus for Graduate Status (set to "--Select Graduate Status"), Diploma (set to "High School Diploma with Career Tech Endorsement"), Employment (set to "Cannot Answer"), and Educational Status (set to "Cannot Answer"). There are also radio buttons for Military (set to "No") and Positive Placement? (set to "No"). At the bottom are "Save Changes" and "Cancel Changes" buttons.

**ALABAMA DEPARTMENT OF EDUCATION**

**T. Phaturos**  
**Boaz City (115)**  
**2007-2008**

**Graduate Follow-Up Student Edit**

Reporting LEA/School: Boaz City / Boaz High Sch  
Service Area/Program: Agriscience Education / AgriConstruction

SSN(4)	Student	CUs	Last Update	Update By
2002	Adams, Michael Todd	2.00		

Current Status	New Status
A selection is required for each option below	
Graduate Status:	--Select Graduate Status
Diploma: High School Diploma with Career Tech Endorsement	Cannot Answer
Military: No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Employment:	Cannot Answer
Educational Status:	Cannot Answer
Positive Placement? No	No

Save Changes Cancel Changes

This page allows you to enter or change the Follow-Up data for a specific student. Note that data entry choices are limited to those selections in the drop down lists for each item.

# Career and Technical Education Graduate Follow-Up Web Application

## Add a Student Page

**T. Phaturos  
Boaz City (115)  
2007-2008**

View a different LEA in the list below  
Boaz City (115) ▼

	<u>SSN(4)</u>	<u>Student</u>	<u>Grade</u>	<u>Sex</u>	<u>Race</u>	<u>School</u>	<u>Follow-Up LEA/School</u>
<input type="button" value="Add to Follow-Up"/>	2002	ADAMS, MICHAEL TODD	12	M	W	Boaz High Sch	Boaz City/Boaz High Sch
<input type="button" value="Add to Follow-Up"/>	5950	ADAMS JOHNSON, KACY LEANN	12	F	W	Boaz High Sch	
<input type="button" value="Add to Follow-Up"/>	0015	ALCANTARA FIGUEROA, RICARDO	12	M	H	Boaz High Sch	
	7928	ALLEN, JEFFREY SHAD	12	M	W	Boaz High Sch	Boaz City/Boaz High Sch
	4146	ALSUP, JAY TYLER	12	M	W	Boaz High Sch	Boaz City/Boaz High Sch
	0242	ARRINGTON, RACHEL ELIZABETH	12	F	W	Boaz High Sch	Boaz City/Boaz High Sch
	7347	BAIRD, ANDREA CORRINE	12	F	W	Boaz High Sch	Boaz City/Boaz High Sch
<input type="button" value="Add to Follow-Up"/>	0838	BAKER, BRITNY PAIGE	12	F	W	Boaz High Sch	Boaz City/Boaz High Sch
<input type="button" value="Add to Follow-Up"/>	2725	BELTRAN, DIEGO ELIEZER	12	M	H	Boaz High Sch	
	4560	BENSON, CHASE LEE	12	M	W	Boaz High Sch	Boaz City/Boaz High Sch
<input type="button" value="Add to Follow-Up"/>	5706	BRUMBELOE, WILLIAM BRYAN	12	M	W	Boaz High Sch	
	0470	BUCHANAN, JONATHAN DREW	12	M	W	Boaz High Sch	Boaz City/Boaz High Sch
<input type="button" value="Add to Follow-Up"/>	5696	BUCKLEY, JOSEPH PHILIP	12	M	W	Boaz High Sch	
<input type="button" value="Add to Follow-Up"/>	7488	BURNS, TIFFANY LASHEA	12	F	W	Boaz High Sch	
	4262	BUSHA, ROBERT EARL	12	M	W	Boaz High Sch	Boaz City/Boaz High Sch
	0033	CALMO-MATIAS, JUAN	12	M	H	Boaz High Sch	Boaz City/Boaz High Sch
	5801	CARLISLE, HANNAH ASHLAN	12	F	W	Boaz High Sch	Boaz City/Boaz High Sch
	3065	CHANDLER, JEFFORY ANDREW	12	M	W	Boaz High Sch	Boaz City/Boaz High Sch

This page will allow you to add a student to the Follow-Up list if the student was not included.

Click the “Add to Follow-Up” button beside the student you wish to add. The student will be added and you will be returned to the Student List Page. You will still need to edit the student to add their specific Follow-Up information.