

Regional ETO Administrator Trainings

Registration is now open for ETO Administrator Trainings! Please use this link to access the registration information. Spaces will fill up quickly, so please register as soon as possible! Remember, **every ETO Impact agency is STRONGLY encouraged to send at least one Site Manager to this training!**

<http://etoadministratortraining.weebly.com/>

ETO Impact Configuration Changes

As you already know, we made some configuration changes in ETO. These changes were made as a result of the regional trainings we provided in February. We were constantly listening to the needs you expressed to us during these trainings. The result – an even better version of ETO! One of the biggest changes is the creation of the **Victimization Assessment**. We removed some of the demographics from the Add Participant Screen and created a **Victimization Assessment** instead. Once you Add a New Participant, you will immediately be taken to the **Victimization Assessment** so it can be completed.

As a result of creating the **Victimization Assessment**, you will no longer have to Add a Participant more than once in order for that data to be mapped to the various funder reports.

When recording a Participant Effort, the **Effort Qualifiers** of **Staff** and **Volunteer** are now required fields. This allows for the appropriate reporting of staff time and volunteer time. As a result of these now being required fields, when you personalize the drop-down menus with your agency's staff and volunteer names, you must remember to enter "None" as a selection.

In order to provide with a more comprehensive overview of the configuration changes, a **recorded presentation is available showcasing those changes in ETO**. Please use this link to view the recording. This can also be used as a valuable tool in training additional staff members.

<https://copa.webex.com/copa/lsr.php?AT=pb&SP=EC&rID=6942107&rKey=3acf6b68a86848b6>

ETO is ready to go!

The moment you have all been waiting for has finally arrived – you can start entering LIVE data into ETO! June will be the perfect time to get started entering real client data into ETO. Your agency's staff members can use it as an opportunity to prepare for the official July 1st start date! Please remember to delete fake participants! You can do this by going to the Site Administration tab on the right hand navigational bar and then select Delete Fakes.

Required Reporting to Funders Pushed Back to October 1st!

We are moving forward with implementing ETO July 1st, but we wanted to give all of you time to get accustomed to using it and validating the reports that ETO generates.

We are in the final stages of configuring and testing funder reports. For that reason **you will continue to report monthly to PCAR and PCADV using the exact same mechanism you currently use during the months of July, August, and September.** The data you enter for the month of October will be the first data that PCAR and PCADV will extract on your behalf.

We want you to use these three months as a learning opportunity by:

- Reviewing the data that is being entered
- Running reports each month to verify data
- Testing data to make sure it is being calculated accurately in the funder reports

We understand that there will be some data entry errors as users become familiar with ETO. This will give you the opportunity to check for such errors.

You will be given future guidance on how to generate reports in ETO to extract the data that can be used to report to funders during July, August, and September. We will provide you with more information in the near future.

You are also encouraged to use your current data collection mechanism simultaneously during this time frame to verify accuracy.

ETO Impact Advanced WebEx Trainings

It is during these trainings that you will learn how to run the PCAR, PCADV, and VOCA reports. As we finalize the funder reports, we made a decision to push back to May WebEx trainings. We anticipate providing these towards the end of June. You will be provided with additional information once the dates have been confirmed.

Custom Demographics

You can now add additional custom demographics to the Add Participants screen, but you **CANNOT** re-order the existing demographics! There are two demographics on this screen that you can personalize – staff assigned and municipality. These are the only two “Site Level” demographics you have access to customizing.

Data Migration

Social Solutions is currently working on a guide to assist users with data migration. This will be available to you within the next two weeks. You need to decide upon the amount of data you plan on migrating. The guide that is being created will provide you with more information regarding what data can and cannot be migrated. It will also describe your role v. Social Solutions role in data migration. Please understand that Social Solutions will be providing assistance, but this will still take a lot of effort on your part.

How Many Users Roles Do You Need?

We know you want to add more users to your ETO site. We continue to work with resolving the issue of the sublicense agreement between PCCD, Social Solutions, and you. As we work towards a solution, we want to be able to provide Social Solutions with the amount of additional user roles you plan on purchasing. Please respond to the survey posted at this link so we can capture the amount of user roles you plan to purchase. Remember, you will be provided with 5 free user roles. How many additional user roles will you be purchasing? **Please respond to this survey by June 1, 2012.**

<http://www.surveymonkey.com/s/F76B8JH>