

**From:** Conner, Dede - KDE Division Director  
**Sent:** Friday, June 23, 2023 12:50 PM  
**To:** All State KSIS Contacts  
**Subject:** KSIS Notification: Career Readiness/ Work Based Learning Reporting

FYI – This information was shared with ATC Principals.

Please share with the persons responsible for entering Career Readiness records for Work Based Learning (WBL). THANKS!

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**From:** Tracy, Amy - Division of Technical Schools and Continuous Improvement  
**Sent:** Friday, June 23, 2023 12:38 PM  
**Subject:** WBL Reporting IC Update

Attention ATC Principals:

A new Ad Hoc report has been added to Infinite Campus to help determine possible start and/or end date errors on Work Based Learning (WBL) records (Path: Ad Hoc Reporting | Filter Designer | State Published | Career Readiness with unexpected dates.) Due to schools receiving an error message when running the Career Readiness Report, it was determined that invalid dates caused these errors. The Career Readiness with unexpected dates Ad Hoc will pull records that have an incorrect start and/or end date entered and can be used as a way to validate WBL records are correct. Please have all WBL data entered and accurately verified by July 31 for state reporting purposes. If you have questions or need further information, please contact me and I will be happy to help.

Thanks so much!  
Amy

*Amy Tracy*  
*KTS Data Exchange System Consultant*  
*Office of Career and Technical Education*

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