

## HPOG Performance Reporting System (PRS) Webinar Agenda HPOG PRS Management Reports and PPR Entry

Option of two dates: March 27<sup>th</sup> from 3:00 – 5:00pm EDT or March 28<sup>th</sup> from 12:00 – 2:00pm EDT

### Instructions to join

<b>March 27<sup>th</sup>, 2012; 3:00pm – 5:00pm EDT</b>	<b>March 28<sup>th</sup>, 2012; 12:00pm – 2:00pm EDT</b>
<p>1. First, join the online meeting Go to <a href="https://urban.webex.com/urban/j.php?ED=183953692&amp;UID=1064246802&amp;PW=NY2RhZWUwMjEz&amp;RT=MIMxMQ%3D%3D">https://urban.webex.com/urban/j.php?ED=183953692&amp;UID=1064246802&amp;PW=NY2RhZWUwMjEz&amp;RT=MIMxMQ%3D%3D</a></p> <ul style="list-style-type: none"> <li>- Meeting Number: 733 361 502</li> <li>- Meeting Password: Ihopeuj0in</li> </ul> <p>2. Second, use a phone line to call in to the conference call</p> <ul style="list-style-type: none"> <li>- Call-in toll-free number (US/Canada): 1-866-469-3239</li> <li>- Access code: 733 361 502</li> </ul>	<p>1. First, join the online meeting Go to <a href="https://urban.webex.com/urban/j.php?ED=183954702&amp;UID=1064250392&amp;PW=NZWE0YmQwZDcw&amp;RT=MIMxMQ%3D%3D">https://urban.webex.com/urban/j.php?ED=183954702&amp;UID=1064250392&amp;PW=NZWE0YmQwZDcw&amp;RT=MIMxMQ%3D%3D</a></p> <ul style="list-style-type: none"> <li>- Meeting Number: 739 845 241</li> <li>- Meeting Password: Ihopeuj0in</li> </ul> <p>2. Second, use a phone line to call in to the conference call</p> <ul style="list-style-type: none"> <li>- Call-in toll-free number (US/Canada): 1-866-469-3239</li> <li>- Access code: 739 845 241</li> </ul>

### AGENDA

- I. Welcome and overall system usage for managing HPOG programs
- II. Ensuring that all approved training activities (remedial and healthcare vocational/occupational training) are entered under the grantee data tab
- III. Management Reports module and usage
  - a. Overview of reports available in the PRS
  - b. Demonstration of how to access the report module
  - c. Demonstration of individual reports currently available in the PRS
  - d. Discussion of how to use the reports for grant management activities
- IV. Program Performance Report (PPR) module and entry
  - a. Overview of the PPR functions available in the PRS
  - b. Discussion of where data will be drawn from in the PRS to the PPR
  - c. Discussion of how to ensure that individual program activities are defined and entered consistently within the PRS
  - d. Demonstration of how to access the PPR module and data entry
  - e. Discussion of dates for data entry and completion of the PPR
  - f. Discussion of steps to finalize the PPR and submit the document to ACF
- V. Questions and discussion