


# MOSES 27.0

*Coming February 9, 2009*

# General



**Welcome to MOSES**



**Massachusetts One-Stop  
Employment System**

*Version 27.0* *January 07, 2009*

Type a staff name and password to log on to MOSES:

Staff Name:

Password:

SSN (Last 4 Digits)

OK Cancel

# Items

- 51 Test Director items in MOSES for MOSES 27
  - Most behind the scenes (database fixes, new tables, etc...)



THE FOLLOWING **PREVIEW** HAS BEEN APPROVED FOR  
**RESTRICTED AUDIENCES ONLY**  
BY THE MOTION PICTURE ASSOCIATION OF AMERICA, INC.



[www.filmratings.com](http://www.filmratings.com)

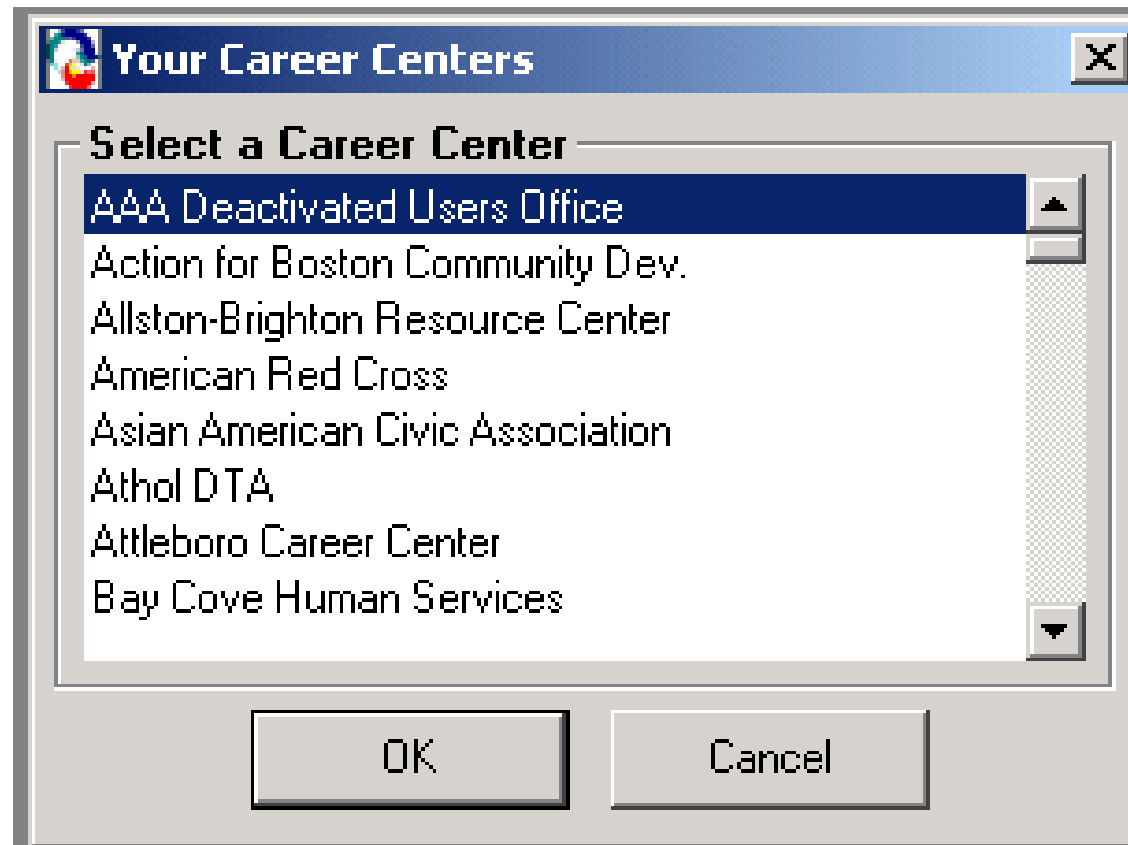
[www.mpa.org](http://www.mpa.org)

# New Office

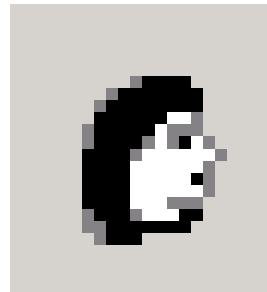
(for behind the scenes housekeeping)

# New Office

created for Inactive MOSES Users



# Job Seekers



# Confidentiality

## View Only now on Basic tab

**Job Seeker Membership (Haven, Bonnie)**

Haven, Bonnie      SSN: 999-77-4568    ID: 10016330    RR    PE    F    Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | Services | Special Programs

**General Information**

▶ First Name:       Middle Initial:

▶ Last Name:       ▶ Gender:  Male  Female

▶ Date of Birth:       ▶ Military:  Yes  No

Release Information?:  Yes  No

**Race / Ethnicity**

White       Black or African American  
 Hispanic or Latino       American Indian or Alaskan Native  
 Asian       Hawaiian Native or Other Pacific Islander  
 Other       Information Not Available

**Residence Address** | Mailing Address

**Address**

▶ Address:

▶ Country:

▶ Zip:       ▶ City:

▶ State:

Enterprise     Empowerment     Renewal

Address Not Available       Mailing Address different

Confidential:  Yes  No      HITG Confidential:  Yes  No

**Programs**

Program Name	Apply Program Status	History
Job Match	<input checked="" type="checkbox"/> Info. Complete - On	
Program Eligibility	<input checked="" type="checkbox"/> Info. Complete - On	
Case Management	<input checked="" type="checkbox"/> Enrolled	

▶ Worked in agriculture or food processing in the last 12 months?  Yes  No      Career Center

**Contact**

Home Phone:       Email:

Other Phone:       Cell

Web Address:        Prefers Emails

**Special Accommodations**

Job Match for Case Management purposes only

Trade    Eligibility    Match Criteria    Run Match    Eligibility Criteria    OK    Cancel

# Confidentiality

Now editable in Job Match Criteria

**Job Seeker Match Criteria (Haven, Bonnie)**

Haven, Bonnie      SSN: 999-77-4568    ID: 10016330      PE    F

Preference | Skill Set

**SDA + City/Town**

- Berkshire
- Boston
- Bristol
- Brockton
- Cape Cod, Vineyard, Nantucket
- Central Mass
- Franklin/Hampshire
- Greater Lowell
- Greater New Bedford
- Hampden
- Lower Merrimack Valley

>> << Use Map

**Zones**

- Connecticut
- Maine
- New Hampshire

**Confidential**

**Yes** Employer will not see contact information of applicant on MTQ.

**No** Employers will see contact information on MTQ and can contact applicant.

Availability1 | Availability2 | Availability3

**Selected Towns / Zones**

No Geographic Preference

- Acton
- Amherst
- Ashfield
- Ashland

**Preferences**

**Pay**

Expected Pay: \$85,000.00    Pay Unit: Year

**Duration**

Full-Time, over 150 Days     Part-Time, over 150 Days

Full-Time, 4 thru 150 Days     Part-Time, 4 thru 150 Days

Full-Time, 1 thru 3 Days     Part-Time, 1 thru 3 Days

**Shift**

First     Second     Third

Rotating     Split

**Preference Comment**

Run Match    OK    Cancel

# Name Field

blocked from Non-Alpha characters

Job Seeker Membership (New)

SSN: 999-00-1989 ID: Notes

Basic Full Education Work Experience Events Alerts Case Plan Services Special Programs

**General Information**

▶ First Name: alpha only Middle Initial:

▶ Last Name:  ▶ Gender:  Male  Female

▶ Date of Birth: 00/00/0000  ▶ Military:  Yes  No

Release Information?:  Yes  No

**Race / Ethnicity**

White  Black or African American

Hispanic or Latino  American Indian or Alaskan Native

Asian  Hawaiian Native or Other Pacific Islander

Other  Information Not Available

**Programs**

Program Name	Apply Program Status	History
Job Match	<input type="checkbox"/> <input type="text"/>	<input type="button" value="H"/>
Program Eligibility	<input type="checkbox"/> <input type="text"/>	<input type="button" value="H"/>
Case Management	<input type="checkbox"/> <input type="text"/>	<input type="button" value="H"/>

▶ Worked in agriculture or food processing in the last 12 months?  Yes  No

**Residence Address** Mailing Address

**Address**

▶ Address:

▶ Country: United States of America

▶ Zip:  ▶ City:

▶ State:

Enterprise  Empowerment  Renewal

Address Not Available  Mailing Address different

Confidential:  Yes  No HITG Confidential:  Yes  No

**Contact**

Home Phone: ( ) -  Email:

Other Phone: ( ) -

Web Address:   Prefers Emails

**Special Accommodations**

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

# Name Field

blocked from Non-Alpha characters

**MOSES 26.1**

The screenshot shows a web-based form titled "Job Seeker Membership (New)". The form is divided into several sections: "General Information", "Race / Ethnicity", "Programs", "Residence Address", "Mailing Address", "Contact", and "Special Accommodations".

**General Information:**

- First Name: # 1 SON
- Last Name: 1234 ## ?? @ > <
- Date of Birth: 00/00/0000
- Gender:  Male  Female
- Military:  Yes  No
- Release Information?:  Yes  No

**Race / Ethnicity:**

- White
- Black or African American
- Hispanic or Latino
- American Indian or Alaskan Native
- Asian
- Hawaiian Native or Other Pacific Islander
- Other
- Information Not Available

**Programs:**

Program Name	Apply Program Status	History
Job Match	<input type="checkbox"/>	
Program Eligibility	<input type="checkbox"/>	
Case Management	<input type="checkbox"/>	

**Residence Address:**

- Address: [Empty]
- Country: United States of America
- Zip: [Empty] City: [Empty]
- State: [Empty]
- Enterprise  Empowerment  Renewal

**Contact:**

- Home Phone: [Empty] - [Empty]
- Other Phone: [Empty] - [Empty]
- Web Address: [Empty]  Prefers Emails

**Special Accommodations:**

[Empty]

**Buttons:** Trade, Eligibility, Match Criteria, Run Match, Eligibility Criteria, OK, Cancel

# Other Eligible Clearer Definition Now

Job Seeker Membership (Collie, Lassie)

Collie, Lassie      SSN: 999-19-0219    ID: 10019746    **F**    Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | Services | Special Programs

**General Information**

▶ First Name: Lassie      Middle Initial:

▶ Last Name: Collie      ▶ Gender:  Male  Female

▶ Date of Birth: 01/01/1980      ▶ Military:  Yes  No

Release Information?:  Yes  No      ▶ Other Eligible:  Yes  No

**Race / Ethnicity**

White  
 Hispanic  
 Asian  
 Other

**Programs**

Program Name:

**Job Match**

Program Eligibility:

Case Management:

▶ Worked in agriculture or food processing in the last 12 months?  Yes  No      Career Center:

**Residence Address**    Mailing Address

**Address**

▶ Address: 1010 Rescue Lane

▶ Country: United States of America

▶ Zip: 01519      ▶ City: Grafton

**Eligibility for Veteran Benefits**

Do not check Other Eligible unless the job seeker is a person who is

(a) the spouse of any person who died on active duty of a service-connected disability; or,

(b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued there under, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days:

(i) missing in action,

(ii) captured in the line of duty by a hostile force, or

(iii) forcibly detained or interned in the line of duty by a foreign government or power; or,

(c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.

OK

Trade    Eligibility    Match Criteria    Run Match    Eligibility Criteria    OK    Cancel

# Other Eligible

## clearer definition

### Eligibility for Veteran Benefits



Do not check Other Eligible unless the job seeker is a person who is

- (a) the spouse of any person who died on active duty of a service-connected disability; or,
- (b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued there under, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days:
  - (i) missing in action,
  - (ii) captured in the line of duty by a hostile force, or
  - (iii) forcibly detained or interned in the line of duty by a foreign government or power; or,
- (c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.

OK

# Work Experience: Occupation Code now Required



Job Seeker Membership (Collie, Lassie)

Collie, Lassie      SSN: 999-19-0219    ID: 10019746    **F**    Notes

Basic | Full | Education | **Work Experience** | Events | Alerts | Case Plan | Services | Special Programs

### Employment History

Company Name	Job Title	Salary	Salary Unit	Start Date	End Date
		.00		00/0000	00/0000

Add    Edit

### Work Experience Details

**Company**

▶ Name: Duncan's Super Bait and Tackle Shop    ▶ City: Sandwich    ▶ State: Massachusetts  
Employer ID: 1002380    Employer FEIN: 04-896533

**Job Description**

▶ Occupational Code:     Search      
▶ Job Title:     ▶ Start Date: 00/00/0000    End Date: 00/00/0000

**Other Details**

Main Duties:

Suppressed    Salary(\$):  .00    Salary Unit:     Benefits:

Reason For Leaving:     Hours/Week:  .00

**Additional Info**

NAICS Code: 112511    SIC: Fish Hatcheries And Preserves  
NAICS Sector: Agriculture, Forestry, Fishing and Hunting  
NAICS Subsector: Animal Production  
NAICS Ind Group: Aquaculture  
NAICS Industry: Aquaculture  
NAICS US Industry: Finfish Farming and Fish Hatcheries

**Layoff and Petition IDs**

Layoff ID	Federal Petition No	Petition Status
<input type="text"/>	<input type="text"/>	<input type="text"/>

SIC to NAICS Mapping    Record Not Available    Industry Code Search    Employer Search    OK    Cancel

Department of  
**ce**  
omment  
Services

# Job Seeker Services

# Employment Services: New Service Result: Self Employed

Job Seeker Membership (Collie, Lassie)

Collie, Lassie      SSN: 999-19-0219   ID: 10019746   **F**   Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

### Services

Service Date	Staff ID	Service Type	Service Result	Employer Name	Job Start Date	Job Order Number	Phone
01/07/2009	TCART						

Add  
Edit  
Delete  
Follow Up

### Employment Services Detail

**Services Provided**

▶ Service Date: 01/07/2009   Last Update Date:

▶ Career Center: Hurley/MOSES Unit   ▶ Staff ID: TCART

Description:

▶ Service Type: Obtained Employment   ▶ Service Result: **Self Employment**

Employer ID:

# General Services:

## New Service Result: After-Exit Follow Up

Job Seeker Membership (Collie, (Lassie) Laddie)

Collie, (Lassie) Laddie      SSN: 999-00-1570    ID: 10016970

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
09/19/2005	TCART	Status Update	EAS - Leave SJS	Boston Career Link		Add
09/19/2005	TCART	Program Exit	EAS	Boston Career Link		Edit
05/25/2005	TCART	Status Update	EAS - Enter SJS	Boston Career Link		Delete

**General Services Detail**

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART    Hours: .0

Description:

▶ Category: Assessment    ▶ Service Detail: **After-Exit Follow-up**

Note: Blue/Bold Service Details are Federal/OSSCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

OK    Cancel

# General Services:

## New Service Result: After-Exit Follow Up

Job Seeker Membership (Collie, (Lassie) Laddie)

Collie, (Lassie) Laddie      SSN: 999-00-1570    ID: 10016970

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
09/19/2005	TCART	Status Update	EAS - Leave SJS	Boston Career Link		Add
09/19/2005	TCART	Program Exit	EAS	Boston Career Link		Edit
05/25/2005	TCART	Status Update	EAS - Enter SJS	Boston Career Link		Delete

**General Services Detail**

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART    Hours: .0

Description:

▶ Category: Career Planning    ▶ Service Detail: After-Exit Follow-up

Note: Blue/Bold Service Details are Federal/OSSCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

OK    Cancel

# General Services:

## New Service Result: After-Exit Follow Up

Job Seeker Membership (Collie, (Lassie) Laddie)

Collie, (Lassie) Laddie      SSN: 999-00-1570    ID: 10016970

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
09/19/2005	TCART	Status Update	EAS - Leave SJS	Boston Career Link		Add
09/19/2005	TCART	Program Exit	EAS	Boston Career Link		Edit
05/25/2005	TCART	Status Update	EAS - Enter SJS	Boston Career Link		Delete

**General Services Detail**

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART    Hours: .0

Description:

▶ Category: Case Management    ▶ Service Detail: After-Exit Follow-up

Note: Blue/Bold Service Details are Federal/DSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on DSCCAR

OK    Cancel

# General Services:

## New Service Result: After-Exit Follow Up

Job Seeker Membership (Collie, (Lassie) Laddie)

Collie, (Lassie) Laddie      SSN: 999-00-1570    ID: 10016970

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours
09/19/2005	TCART	Status Update	EAS - Leave SJS	Boston Career Link	
09/19/2005	TCART	Program Exit	EAS	Boston Career Link	
05/25/2005	TCART	Status Update	EAS - Enter SJS	Boston Career Link	

General Services Detail

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART    Hours: .0

Description:

▶ Category: Counseling    ▶ Service Detail: After-Exit Follow-up

Note: Blue/Bold Service Details are Federal/DSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

OK    Cancel

# General Services:

## New Service Result: After-Exit Follow Up

Job Seeker Membership (Collie, (Lassie) Laddie)

Collie, (Lassie) Laddie      SSN: 999-00-1570    ID: 10016970

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
09/19/2005	TCART	Status Update	EAS - Leave SJS	Boston Career Link		Add
09/19/2005	TCART	Program Exit	EAS	Boston Career Link		Edit
05/25/2005	TCART	Status Update	EAS - Enter SJS	Boston Career Link		Delete

**General Services Detail**

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART    Hours: .0

Description:

▶ Category: Job Development    ▶ Service Detail: After-Exit Follow-up

Note: Blue/Bold Service Details are Federal/OSSCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

OK    Cancel

# General Services:

## New Service Result: After-Exit Follow Up

Job Seeker Membership (Collie, (Lassie) Laddie)

Collie, (Lassie) Laddie      SSN: 999-00-1570    ID: 10016970

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | Services | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

### Services

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
09/19/2005	TCART	Status Update	EAS - Leave SJS	Boston Career Link		Add
09/19/2005	TCART	Program Exit	EAS	Boston Career Link		Edit
05/25/2005	TCART	Status Update	EAS - Enter SJS	Boston Career Link		Delete

### General Services Detail

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART    Hours: .0

Description:

▶ Category: Job Search    ▶ Service Detail: After-Exit Follow-up

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

OK    Cancel

# General Services:

## New Service Result: After-Exit Follow Up

Job Seeker Membership (Collie, (Lassie) Laddie)

Collie, (Lassie) Laddie      SSN: 999-00-1570    ID: 10016970

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
09/19/2005	TCART	Status Update	EAS - Leave SJS	Boston Career Link		Add
09/19/2005	TCART	Program Exit	EAS	Boston Career Link		Edit
05/25/2005	TCART	Status Update	EAS - Enter SJS	Boston Career Link		Delete

**General Services Detail**

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART    Hours: .0

Description:

▶ Category: Supportive Services    ▶ Service Detail: After-Exit Follow-up

Note: Blue/Bold Service Details are Federal/OSSCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCAR

OK    Cancel

# Job Seeker Services: Federal / OSCCAR Reportable Services in Blue

**Job Seeker Membership (Haven, Bonnie)**

Haven, Bonnie      SSN: 999-77-4568    ID: 10016330    RR    MPE    F    Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

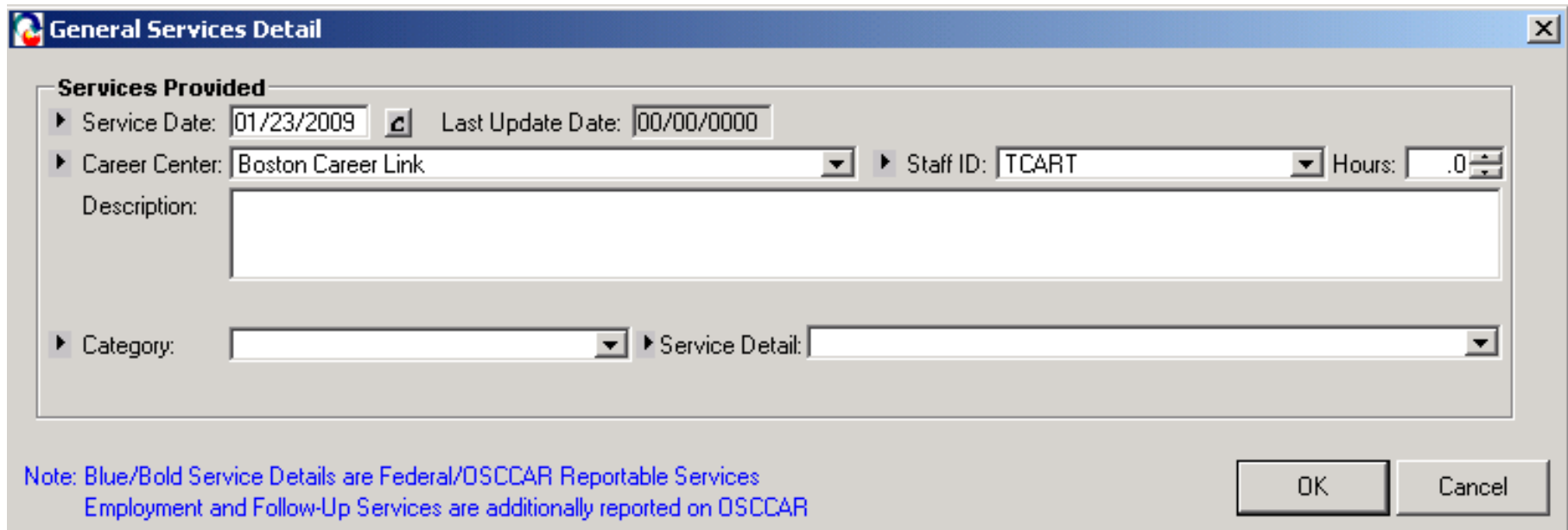
**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
04/09/2005	TCART	Rapid Response	Referred To Career Center	Employment & Training Resou		
01/12/2005	TCART	Job Search	Individual Assistance	Boston Career Link	1.0	
12/28/2004	TCART	Counseling	Individual Career/Employer	Boston Career Link	1.0	
12/21/2004	TCART	Job Search	Job Search Planning	Boston Career Link	1.0	
12/07/2004	TCART	Case Management	Received Case Management	Boston Career Link	1.0	
11/23/2004	TCART	Job Search	Job Club/Pen	Boston Career Link	1.0	E
11/23/2004	TCART	Job Search	Job Search Planning	Boston Career Link	1.0	E
11/23/2004	TCART	Job Search	Interviewing Skills	Boston Career Link	1.0	E
11/15/2004	TCART	Job Search	Networking Strategies	Boston Career Link	1.0	
11/08/2004	TCART	Job Search	Interviewing Skills	Boston Career Link	1.0	E
11/08/2004	TCART	Job Search	Job Club/Pen	Boston Career Link	1.0	E
11/08/2004	TCART	Job Search	Job Search Planning	Boston Career Link	1.0	E
10/29/2004	TCART	Case Management	Received Case Management	Boston Career Link	1.0	

Row 1 of 41    More

Trade    Eligibility    Match Criteria    Run Match    Eligibility Criteria    OK    Cancel

# Job Seeker Services: Federal / OSCCAR Reportable Services in Blue



**General Services Detail**

**Services Provided**

▶ Service Date: 01/23/2009 [calendar icon] Last Update Date: 00/00/0000

▶ Career Center: Boston Career Link [dropdown] ▶ Staff ID: TCART [dropdown] Hours: .0 [spinners]

Description: [text area]

▶ Category: [dropdown] ▶ Service Detail: [dropdown]

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

OK Cancel

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

# Job Seeker Services: General

Job Seeker Membership (Haven, Bonnie)

Haven, Bonnie SSN: 999-77-4568 ID: 10016330 RR

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours		
07/06/2004	TCART	Job Search	Resume Preparation	Boston Career Link	1.0	E	Add Edit

**General Services Detail**

**Services Provided**

▶ Service Date: 01/07/2009 Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit ▶ Staff ID: TCART Hours: .0

Description:

▶ Category: Case Management ▶ Service Detail:

- After-Exit Follow-up
- Assigned Case Manager
- Case Conference**
- Consultation With Other Agencies**
- Developed Case Plan**
- Obtained Signatures for Plan
- Received Case Management Services**

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

# Job Seeker Services: Employment

Job Seeker Membership (Haven, Bonnie)

Haven, Bonnie      SSN: 999-77-4568    ID: 10016330    RR    PE    F    Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Service Type	Service Result	Employer Name	Job Start Date	Job Order Number	Phone
02/10/2005	TCART	Job Referral - Staff	Pending	Chewbacca Industries		68925	(987) 879-8798
01/19/2005	TCART	Job Referral - Staff	Pending	AcmeDoughnuts		69274	(555) 555-5555
11/24/2004	TCART	Job Referral - Staff	Pending	Beatrice's Home Cooked F		68933	(617) 843-5623
10/18/2004	TCART	Job Referral - Staff	Pending	Dual Mast Restoration, Inc		69104	(508) 962-7894

Add    Edit    Delete

**Employment Services Detail**

**Services Provided**

▶ Service Date: 01/07/2009    Last Update Date:

▶ Career Center: Hurley/MOSES Unit    ▶ Staff ID: TCART

Description:

▶ Service Type: Job Referral - Staff    ▶ Service Result: Pending

▶ Job Order No:     Employer ID:

Note: Blue/Bold Service Details are Federal/OSSCAR Reportable Services  
 Employment and Follow-Up Services are additionally reported on OSCCAR

Did Not Contact Employer  
 Did Not Report To Interview  
 Did Not Report To Work  
 Filled Other  
 Hired  
 Information Not Available  
 Interviewed  
 Job Seeker Not Interested  
 Not Hired  
 Not Qualified  
**Pending**  
 Refused Job

# Job Seeker Services: Administrative

Job Seeker Membership (Haven, Bonnie)

Haven, Bonnie SSN: 999-77-4568 ID: 10016330 RR

Basic Full Education Work Experience Events Alerts Case Plan Services Special Programs

General Employment Administrative Testing Course/Activity Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Related Event
02/09/2005	TCART	Job Seeker Membership	Record Update	
01/18/2005	TCART	Job Seeker Membership	Record Update	
05/27/2004	TCART	Job Seeker Membership	Record Update	

Administrative Services Detail

**Services Provided**

▶ Service Date: 01/07/2009 Last Update Date: 00/00/0000

▶ Career Center: Hurley/MOSES Unit ▶ Staff ID: TCART

Description:

▶ Category: Contact ▶ Service Detail:

- In Person
- Job Seeker No Longer At Phone Number
- Job Seeker Not Available
- Left Message
- Letter
- No Answer/No Machine/ Phone Busy
- Offered Veteran Services
- Phone Contact
- Phone Number Changed/Not In Service
- Unable To Contact
- Via-Email

Note: Blue/Bold Service Details are Federal/OSSCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCAR

Eligibility Eligibility Criteria Match Criteria Non-Match Trade

Cancel Close

# Job Seeker Services: Testing

Job Seeker Membership (Haven, Bonnie)

Haven, Bonnie      SSN: 999-77-4568    ID: 10016330    RR    PE    F    Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | Services | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	Used for Eligibility	Post Test
11/01/2007	TCART	ABE Reading	TABE Reading	Boston Career Link	2.0	<input checked="" type="checkbox"/>	*
11/01/2007	TCART	ABE Math	TABE Applied Mathematics (i	Boston Career Link	2.0	<input checked="" type="checkbox"/>	*
11/01/2007	TCART	Career/Interest Inventorie	SDS - Self Directed Search	Boston Career Link	2.0	<input type="checkbox"/>	*
02/09/2005	TCART	Career/Interest Inventorie	SDS - Self Directed Search	Boston Career Link	2.0	<input type="checkbox"/>	

Add    Edit    Delete

**Testing Services Detail**

**Services Provided**

Service Date: 01/07/2009    Last Update Date: 00/00/0000

Career Center: Hurley/MOSES Unit    Staff ID: TCART    Hours: .0

MADOE/USDOL Assessment     Yes     No

Description:

Category: ABE Reading    Service Detail:

**Test Results**

Form:    Level:    Scale Score: 0    Score/G

Source:    Result:

Occupation:

Test Language: English    Educational Functioning Level:

**ABLE (Adult Basic Learning Examination)(not for DOE use)**  
**CASAS - SAT (CASAS - Survey Achievement Test)(not for DOE use)**  
**MAPT (for DOE use only)**  
**TABE Locator (determines level of TABE to administer)**  
**TABE Reading**  
**WorkKeys(not for DOE use)**

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
 Employment and Follow-Up Services are additionally reported on OSCCAR

OK    Cancel

# Job Seeker Services: Testing

Job Seeker Membership (Haven, Bonnie)

Haven, Bonnie SSN: 999-77-4568 ID: 10016330 RR PE F Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | Services | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	Used for Eligibility	Post Test
11/01/2007	TCART	ABE Reading	TABE Reading	Boston Career Link	2.0	<input checked="" type="checkbox"/>	*
11/01/2007	TCART	ABE Math	TABE Applied Mathematics (i	Boston Career Link	2.0	<input checked="" type="checkbox"/>	*
11/01/2007	TCART	Career/Interest Inventorie	SDS - Self Directed Search	Boston Career Link	2.0	<input type="checkbox"/>	*

**Testing Services Detail**

**Services Provided**

Service Date: 01/07/2009 Last Update Date: 00/00/0000

Career Center: Hurley/MOSES Unit Staff ID: TCART Hours: .0

MADDE/USDOL Assessment:  Yes  No

Description:

Category: Career/Interest Inventories or Asses: Service Detail:

**Test Results**

Form: Level: Scale Score: 0 Score/G

Source: Result:

Occupation: Education:

Test Language: English

**Service Detail List:**

- All (Aptitude Interest Inventory)
- CAI (Career Assessment Inventory)
- Campbell Interest and Skill Inventory
- CareerScope
- CDM-R (Career Decision-Making - Revised)
- CEI (Career Exploration Inventory)
- COPS (Career Occupational Preference System)
- Countdown
- IDEAS (Interest Determination, Exploration & Assessment)
- Kuder Career Search (KCS)
- Myers-Briggs
- O\*Net Interest Profiler (IP)

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on OSCCAR

# Job Seeker Services

No changes to Course/ Activity (Course Enrollment) tab

# Youth Goals:

Target date is now a required field



Job Seeker Membership (Numeracy, Nancy)

Numeracy, Nancy SSN: 999-00-1944 ID: 10019727

Basic Full Education Work Experience Events Alerts Case Plan Services Special Programs

General Employment Administrative Testing Course/Activity Youth Goals

### Goals

Type of Goal	Date Established	Target Attainment Date	Attainment Status
	00/00/0000	00/00/0000	

Add Edit Delete

### Youth Goal Detail

Goal Summary: THE DATE ATTAINED (TARGET DATE) FIELD IS NOW A REQUIRED FIELD. You can not save it without an estimated target date for the Youth goal.

Type of Goal: [ ] Date Established: 00/00/0000 [c] Date Attained (actual): 00/00/0000 [c]

Attainment: Set, But Attainment Pending [ ] Date Attained (target): 00/00/0000 [c]

OK Cancel

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

# Revised Exit Functionality of Programs in MOSES

# Last Reportable Service Date: xx/xx/20XX

**Job Seeker Membership (Savagely, Claude)**

Savagely, Claude      SSN: 999-00-1720   ID: 10017273   TAA RR   GPE \$ F   Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | Services | Special Programs

**General Information**

▶ First Name:       Middle Initial:

▶ Last Name:       ▶ Gender:  Male  Female

▶ Date of Birth:       ▶ Military:  Yes  No

Release Information?:  Yes  No

**Race / Ethnicity**

White       Black or African American  
 Hispanic or Latino       American Indian or Alaskan Native  
 Asian       Hawaiian Native or Other Pacific Islander  
 Other       Information Not Available

**Programs** — Last Reportable Service Date: 12/24/2008

Program Name	Apply Program Status	History
Job Match	<input checked="" type="checkbox"/> Info. Complete - On	
Program Eligibility	<input checked="" type="checkbox"/> Info. Complete - On	
Case Management	<input checked="" type="checkbox"/> Enrolled	

▶ Worked in agriculture or food processing in the last 12 months?  Yes  No      Career Center

**Residence Address** | Mailing Address

**Address**

▶ Address:

▶ Country:

▶ Zip:       ▶ City:

▶ State:

Enterprise     Empowerment     Renewal

Address Not Available       Mailing Address different

Confidential:  Yes  No      HITG Confidential:  Yes  No

**Contact**

Home Phone:       Email:

Other Phone:      

Web Address:        Prefers Emails

**Special Accommodations**

Trade      Eligibility      Match Criteria      Run Match      Eligibility Criteria      OK      Cancel

# Last Reportable Service Date: xx/xx/200X

Comes from Services: last Federal / OSCARR reportable service (the **Blue** ones!)

Job Seeker Membership (Savagely, Claude)

Savagely, Claude      SSN: 999-00-1720    ID: 10017273    TAA RR    PE \$ F    Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan | **Services** | Special Programs

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

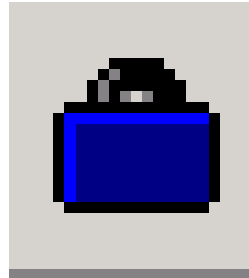
**Services**

Service Date	Staff ID	Category	Service Detail	Career Center	Hours	
12/24/2008	TCART	Case Management	Received Case Management	Hurley/MOSES Unit	1.0	<b>Add</b>
10/14/2008	TCART	Program Enrollment	Veterans Program	Boston Career Link		<b>Edit</b>
05/07/2008	MOSESBATCH	Reimbursement	Claim Employment	Boston Career Link		<b>Delete</b>
04/09/2005	TCART	Rapid Response	Referred To Career Center	Career Center of Lowell		<b>Retention</b>
10/31/2004	TCART	Training - Entered	Section 30 Course	Boston Career Link		
10/31/2004	TCART	Training - Entered	Title I Course	Boston Career Link		
10/01/2004	TCART	Program Enrollment	Case Management	Boston Career Link		
10/01/2004	TCART	Program Enrollment	Career Center Specific/Natio	Boston Career Link		*
10/01/2004	TCART	Rapid Response	Rapid Response Initiated	Boston Career Link		
10/01/2004	TCART	Program Enrollment	Title III	Boston Career Link		
10/01/2004	TCART	Section 30 Enrollment	Referred	Boston Career Link		

Row 1 of 11    More

Trade    Eligibility    Match Criteria    Run Match    Eligibility Criteria    OK    Cancel

# Employers



# Employer

**Employer Registration (Chewbacca Industries )**

**Chewbacca Industries** FEIN: 16-5365544 ID: 1002364 **RR NEG** Notes

General Info | Employer Contacts | Events | Account Representatives | Programs and Benefits | Employer Services | Closing / Layoff

**Company Information**

▶ Name: Chewbacca Industries

▶ FEIN Number: 16-5365544 UI Account #: -

Number Of Employees:

Web Address: [www.chewwie.com](http://www.chewwie.com)

Doing Business As: Chewbacca Industries

▶ Employer Type: Private

▶ Federal Contractor:  Yes  No  Company Closed

▶ Primary Phone: (987)879-8798

▶ Career Center: CareerPoint Career Center

**Company Address** | Mailing Address

**Address**

▶ Address: 1245 Cloud City Lane

▶ Country: United States of America

▶ Zip: 02114- City: Boston

▶ State: Massachusetts

Is the mailing address different?

**Industry**

▶ NAICS Code: 211112 SIC: Natural Gas Liquids

▶ NAICS Sector: Mining, Quarrying, and Oil and Gas Extraction

▶ NAICS Subsector: Oil and Gas Extraction

▶ NAICS Ind Group: Oil and Gas Extraction

▶ NAICS Industry: Oil and Gas Extraction

▶ NAICS US Industry: Natural Gas Liquid Extraction

**Trade Names**

Beans N' Franks Industries	Add
Lightsaber Incorporated	
Death Star LLC	Delete
Walking Carpet Inc	

**All Job Orders**      **Open Job Orders**

Total Job Orders:	3	Total Job Orders:	1
Total Openings:	27	Total Openings:	25
Total Openings Filled:	1	Total Openings Filled:	1

Status:  Access Approve  Access Denied Created Date: 11/28/2000 17:35: Created By: EHORANY Validated By: TCART

Industry Code Search | Job Order | OK | Cancel

# Employer Services

## In Blue for OSCARR Services

Employer Registration (Chewbacca Industries )

Chewbacca Industries FEIN: 16-5365544 ID: 1002364 RR NEG Notes

General Info | Employer Contacts | Events | Account Representatives | Programs and Benefits | **Employer Services** | Closing / Layoff

**Employer Service History**

Service Date	Staff	Category	Type of Service	Summary	Fee for Service
07/02/2004	PCOLL	General Employer	Case Management for	Did this for all these employers.	<input type="checkbox"/>
07/02/2004	PCOLL	Workforce Development	Industry Briefings		<input type="checkbox"/> E
07/02/2004	PCOLL	Business Information	Employer Visit to Caree		<input type="checkbox"/> E
07/02/2004		<b>Employer Services Details</b>			<input type="checkbox"/> E
06/16/2004					<input type="checkbox"/>
11/28/2003					<input type="checkbox"/>
00/00/0000					<input type="checkbox"/>

**Service Details**

► Date: 01/07/2009 ► Service Category: Labor Exchange Services

► Career Center: Hurley/MOSES Unit ► Type of Service:

Person Contacted: Staff:

Next Contact Date: 00/00/0000

Summary:

- Fully Referred Job Order
- Increase Openings
- Increase Referrals
- Job Development Contacts**
- Job Order Contact
- Off-Site Job Fairs**
- Off-Site Recruitments**
- On-Site Job Fairs**
- On-Site Recruitments**
- Open Job Order
- Other Labor Exchange Services**

Note: Blue Service Details are OSCARR Reportable Services

Cancel

# Employer Job Orders

## Per Diem postings

**Job Order (New)**

**Boston Red Sox Baseball Club**      FEIN: 86-0011210      ID: 1147316      [Notes](#)

Job Specification | Pay Specification | Referral Information | Skill Set | **Selected Job Seekers** | Job Order History

Company Name:     ▶ Is job location different than the location of the employer?     Yes     No     Restricted  
Company Address:     Job Location Address:   
Company Country:     Job Location Country:   
Company City:     Job Location Zip Code:     Created Office:   
Company State:     Zip:     Job Location City:     WWW Address:   
▶ Career Center:     Job Location State:   
▶ Assigned To:

**Job Description**

▶ Job Title:   
▶ Job Category:   
▶ Job Status:   
▶ Duration:   
▶ Shift:  First     Second     Third  
 Rotating     Split  
 Per Diem Position  
▶ Current Openings:     Openings Filled:   
▶ Referrals Made:   
Work Hours: From:  To:   
▶ Hours/Week:   
▶ Close Date:

**Other**

▶ Job Details    Typing Speed:  (w.p.m)    Drivers License:   
Min Age:      Empowerment Zone  
 Affirmative Action     Enterprise Zone  
Public Transportation:  
 Yes     No     Unknown  
Send to JobCentral:  
 Send     Don't Send

# Employer:

## Deleting an Employer record

**Employer Search**

**Type of Search**

**Search By**

Company Name  
 Employer ID  
 Phone Number  
 FEIN



To enter a new employer click the Add button. Search for an existing employer by selecting a search method, entering the search criteria, and then clicking the Search button.

Search Criteria:

**Search Results**

Company Name	Employer ID	Phone Number	Address	FEIN No.
Department of Employment & Training	1000385	(978)738-4312	160 Winthrop Avenue, Lawrence	-
Dunn Wright Weddings	1001076	(617)227-4686	1234 Lovers Lane, Acton	45-9675557
EAS Employer	1001264	(111)111-1111	23 EAS ST, Boston	04-5236598
Ernest's Bug Shop	1000344	(999)999-9999	2332 Oak Lane, Boston	-
GENERAL PLUMBING	1000094	(617)282-1000	16 FALCON, Boston	-
<b>JOHN DOWNY</b>	<b>1000077</b>	<b>(617)295-2344</b>	<b>11 SOUTH ST, Boston</b>	<b>04-9278110</b>
John Smith Company	1000241	(978)741-5900	10 My Way, Salem	-
Johnson Co	1000346	(617)296-5189	888 South Street, Boston	-
Kasper Kup of America	1000302	(617)626-5321	One Industrial Drive, Boston	-
Kool Konstruction Co.	1000183	(617)555-1212	P.O.Box 1245, Boston	-
LPS Enterprises Inc.	1000069	(617)626-5347	19 Staniford Street, Boston	-

Row 19 of 50



# Employer: Deleting a record

**Employer Search**

**Type of Search**

**Search By**

- Company Name
- Employer ID
- Phone Number
- FEIN

To enter a new employer click the Add button. Search for an existing employer by selecting a search method, entering the search criteria, and then clicking the Search button.

Search Criteria:

**Search Results**

Company Name

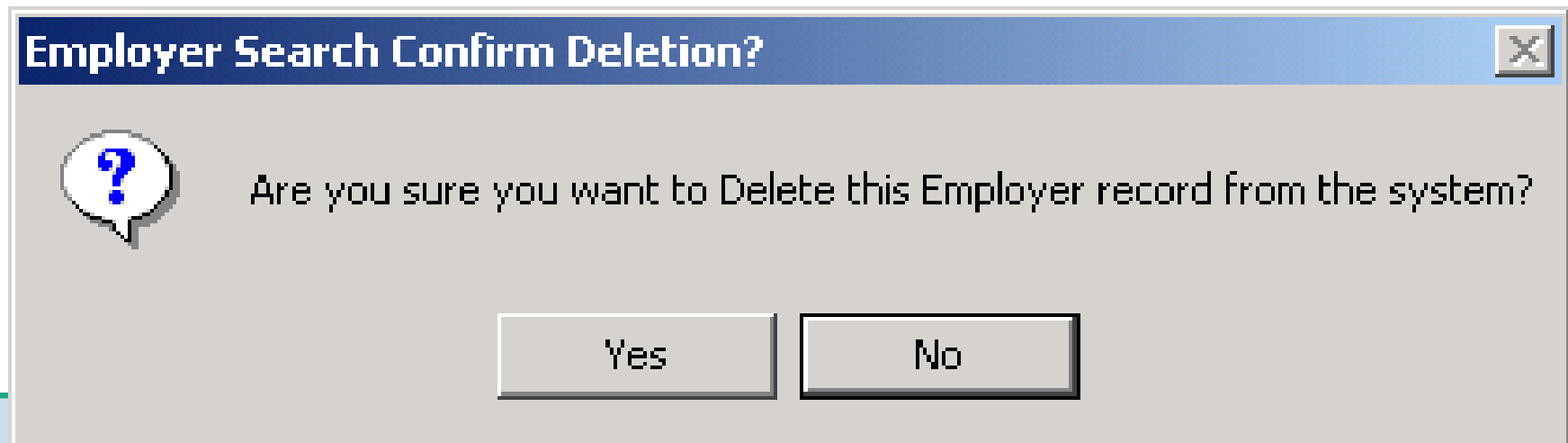
Department of Employment & ...				
Dunn Wright Weddings				
EAS Employer				
Ernest's Bug Shop				
GENERAL PLUMBING	1000034	(617)262-1888	101 ALCOVE, Boston	
<b>JOHN DOWNY</b>	<b>1000077</b>	<b>(617)295-2344</b>	<b>11 SOUTH ST, Boston</b>	<b>04-9278110</b>
John Smith Company	1000241	(978)741-5900	10 My Way, Salem	-
Johnson Co	1000346	(617)296-5189	888 South Street, Boston	-
Kasper Kup of America	1000302	(617)626-5321	One Industrial Drive, Boston	-
Kool Konstruction Co.	1000183	(617)555-1212	P.O.Box 1245, Boston	-
LPS Enterprises Inc.	1000069	(617)626-5347	19 Staniford Street, Boston	-

Row 19 of 50

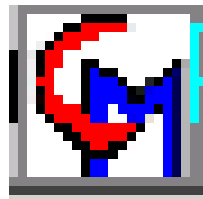
**Employer Search Confirm Deletion?**

Are you sure you want to Delete this Employer record from the system?

# Employer: Deleting a record



# Job Seeker Case Management Caseload Management



# Caseload Management

## Sort by last name

The screenshot shows the 'Caseload Management' application window. At the top, there are tabs for 'Cases', 'Ticklers', 'Backup Cases', and 'Events'. The 'Cases' tab is active. On the right side of the window, it displays 'Case Worker ID: TCART'.

Below the tabs, there is a 'Case Worker' section with a dropdown menu set to 'TCART'. To the right of the dropdown, it shows statistics: 'Open: 10', 'Pending: 0', 'Suspended: 1', and 'Closed: 0'.

The main area is titled 'Cases' and contains a table with the following columns: Applicant ID, First Name, Last Name, Status, Case ID, Case Created Date, Last Note Date, and Next Uncomplete Task Date. The first row is highlighted in blue.

Applicant ID	First Name	Last Name	Status	Case ID	Case Created Date	Last Note Date	Next Uncomplete Task Date
10011413	Adam	Ant	Open	001	05/15/07		00/00/00
10019682	Blustery	Day	Open	001	01/04/07		00/00/00
10019685	Past	Due	Open	001	11/10/06		05/02/07
10019681	Fuzzy	Lint	Open	001	01/04/07		05/01/07
10019728	Larry	Literacy	Open	001	04/26/07		00/00/00
10019727	Nancy	Numeracy	Open	001	04/26/07		00/00/00

To the right of the table, there are three buttons: 'Suspend', 'Filter Cases', and 'Go To Job Seeker'.

Below the table is a 'Backup Arrangement' section with three columns: 'Start Date', 'End Date', and 'Designee'. There are three buttons: 'Add Backup', 'Edit Backup', and 'Delete Backup'.

At the bottom right of the window, there are 'OK' and 'Cancel' buttons.

# Caseload Management

Last Note date now available on Suspended cases

Caseload Management

Case Worker ID: TCART

Cases | Ticklers | Backup Cases | Events

**Case Worker**

TCART Open: 9 Pending: 0 Suspended: 2 Closed: 0

**Cases**

Applicant ID	First Name	Last Name	Status	Case ID	Case Created Date	Last Note Date	Next Uncompleted Task Date	
10019684	Penny	Lane	Suspended	001	01/05/07	12/01/08	00/00/00	Reopen
10019686	Harry	Pitts	Suspended	001	10/31/06	01/07/09	00/00/00	Filter Cases

Go To Job Seeker

**Backup Arrangement**

Start Date	End Date	Designee	Add Backup
			Edit Backup
			Delete Backup

OK Cancel

# Caseload Management

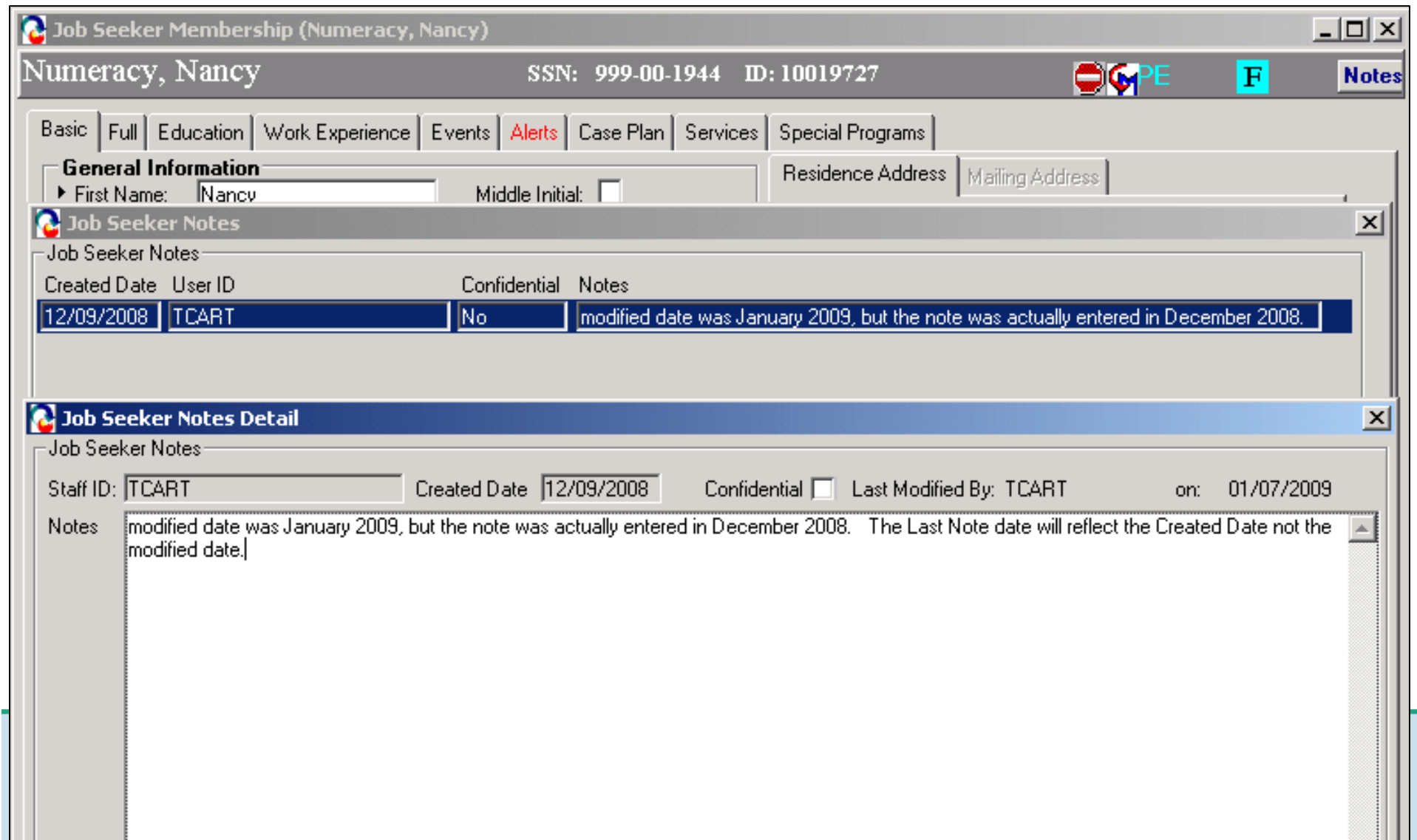
## Last Note Date

The screenshot displays the 'Caseload Management' application window. At the top, there are tabs for 'Cases', 'Ticklers', 'Backup Cases', and 'Events'. The 'Cases' tab is active. In the top right corner, the 'Case Worker ID' is listed as 'TCART'. Below this, a 'Case Worker' dropdown menu is set to 'TCART', with summary statistics: 'Open: 9', 'Pending: 0', 'Suspended: 2', and 'Closed: 0'. The main area contains a table of cases with columns for Applicant ID, First Name, Last Name, Status, Case ID, Case Created Date, Last Note Date, and Next Uncomplete Task Date. The row for Nancy Numeracy (Case ID 001, Last Note Date 12/09/08) is highlighted. To the right of the table are buttons for 'Suspend', 'Filter Cases', and 'Go To Job Seeker'. At the bottom, there is a 'Backup Arrangement' section with fields for 'Start Date', 'End Date', and 'Designee', and buttons for 'Add Backup', 'Edit Backup', and 'Delete Backup'. The window concludes with 'OK' and 'Cancel' buttons.

Applicant ID	First Name	Last Name	Status	Case ID	Case Created Date	Last Note Date	Next Uncomplete Task Date
10011413	Adam	Ant	Open	001	05/15/07	12/08/08	00/00/00
10019682	Blustery	Day	Open	001	01/04/07	12/20/08	00/00/00
10019685	Past	Due	Open	001	11/10/06	01/02/09	05/02/07
10019681	Fuzzy	Lint	Open	001	01/04/07	12/11/08	05/01/07
10019728	Larry	Literacy	Open	001	04/26/07	01/07/09	00/00/00
10019727	Nancy	Numeracy	Open	001	04/26/07	12/09/08	00/00/00

# Caseload Management

Last Note Date is now the Created date not the Modified Date



Job Seeker Membership (Numeracy, Nancy)

Numeracy, Nancy SSN: 999-00-1944 ID: 10019727

Basic Full Education Work Experience Events Alerts Case Plan Services Special Programs

General Information  
First Name: Nancy Middle Initial:  Residence Address Mailing Address

Job Seeker Notes

Created Date	User ID	Confidential	Notes
12/09/2008	TCART	No	modified date was January 2009, but the note was actually entered in December 2008.

Job Seeker Notes Detail

Job Seeker Notes

Staff ID: TCART Created Date: 12/09/2008 Confidential:  Last Modified By: TCART on: 01/07/2009

Notes: modified date was January 2009, but the note was actually entered in December 2008. The Last Note date will reflect the Created Date not the modified date.

# Miscellaneous

# Boston areas listed similarly

**Job Seeker Match Criteria (Collie, Border)**

Collie, Border      SSN: 999-00-1660    ID: 10017194      PE

Preference | Skill Set

**SDA + City/Town**

- [-] Boston
  - [-] Central Boston
    - ... Boston - Back Bay
    - ... Boston - Central/North End
    - ... Boston - Charlestown
    - ... Boston - South End
  - [-] East Boston
    - ... Boston - East Boston
  - [-] Roxbury
    - ... Boston - Dorchester/Grove Hall

>> << Use Map

**Zones**

- Connecticut
- Maine
- New Hampshire

**Availability1** | **Availability2** | **Availability3**

**Selected Towns / Zones**

No Geographic Preference

**Preferences**

**Pay**

Expected Pay: \$0.00    Pay Unit: [v]

**Duration**

<input type="checkbox"/> Full-Time, over 150 Days	<input type="checkbox"/> Part-Time, over 150 Days
<input type="checkbox"/> Full-Time, 4 thru 150 Days	<input type="checkbox"/> Part-Time, 4 thru 150 Days
<input type="checkbox"/> Full-Time, 1 thru 3 Days	<input type="checkbox"/> Part-Time, 1 thru 3 Days

**Shift**

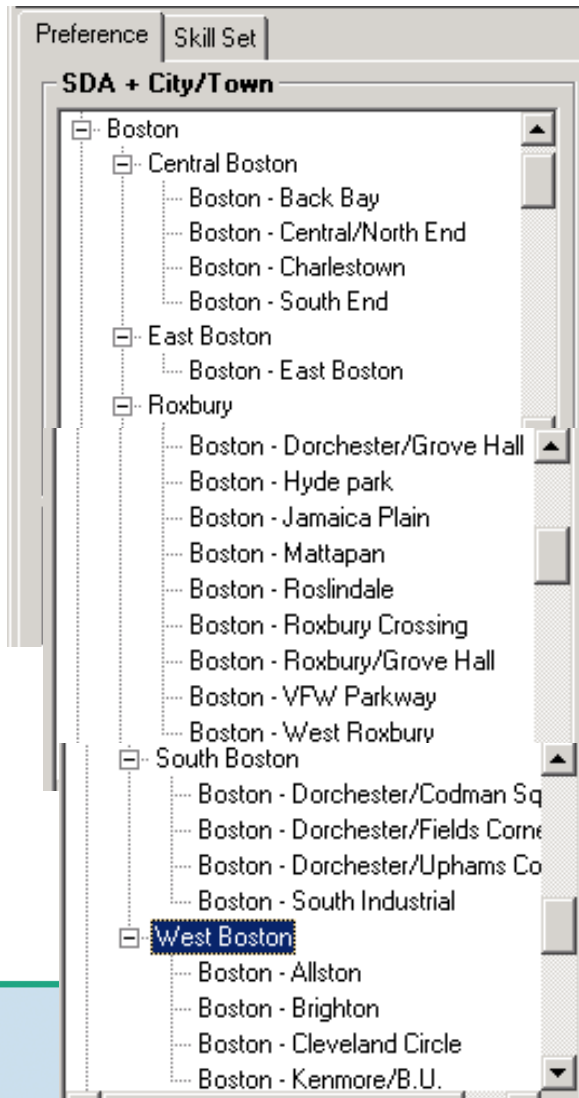
<input type="checkbox"/> First	<input type="checkbox"/> Second	<input type="checkbox"/> Third
<input type="checkbox"/> Rotating	<input type="checkbox"/> Split	

**Preference Comment**

Run Match    OK    Cancel

Eligibility    Eligibility Criteria    Match Criteria    Non-Match    Trade    Edit    Add    Delete    Close

# Boston areas listed similarly



# Trade

# Trade

## TAA Participant Search (Job Seeker id new)

The screenshot shows a software window titled "Job Seeker Trade Search". It features a "Type of Search" section with radio buttons for "Job Seeker ID", "Last Name" (selected), "SSN", "Employer Name", "Federal Petition No.", and "1666 Eligibility status". To the right, there is a text box for "Search Criteria" and a "Search" button. Below this is a "Search Results" section with a table header: "First Name", "Last Name", "SSN", "Separation Date", "Federal Petition No", "Employer Name", and "1666 Eligibility Status". A "More" button is located at the bottom right of the results area. At the very bottom of the window are "Edit", "Delete", and "Cancel" buttons.

**Job Seeker Trade Search**

**Type of Search**

Search Criteria

Job Seeker ID  
 Last Name  
 SSN  
 Employer Name  
 Federal Petition No.  
 1666 Eligibility status

To enter a new Trade application click the Add button. Search for an existing Trade application by selecting a search method, entering the search criteria, and then clicking the Search button.

Search Criteria:

Search

**Search Results**

First Name	Last Name	SSN	Separation Date	Federal Petition No	Employer Name	1666 Eligibility Status
------------	-----------	-----	-----------------	---------------------	---------------	-------------------------

More

Edit Delete Cancel

MERRIE MELODIES  
REG. U.S. PAT. OFF.

*"That's all Folks!"*

A WARNER BROS. CARTOON  
A VITAPHONE<sup>®</sup> RELEASE

Questions?

# Reminders

Shut down your PC's for the weekend and log off from the system completely. If you leave your machine on:

(1) you create a security / confidentiality issue (what is the cleaning crew reading)

and (2) you will still have the old version of MOSES on your desktop. You will not link to the new version in the database and will not be able to use the application.

**SHUT DOWN YOUR PC FOR THE WEEKEND!**

# Reminders

Remember your MOSES User ID to log back on.

The Helpdesk gets calls from folks using their Network User ID log ins in.

Since MOSES saves the User ID normally, staff enter their password and SS# and hit enter. *With new builds, you must enter your MOSES User id.*

**REMEMBER YOUR MOSES USER ID!**

# Reminders

**MOSES will not be available**

Saturday, February 7

*and* Sunday, February 8 , 2009

while the database is being  
converted to MOSES 27.