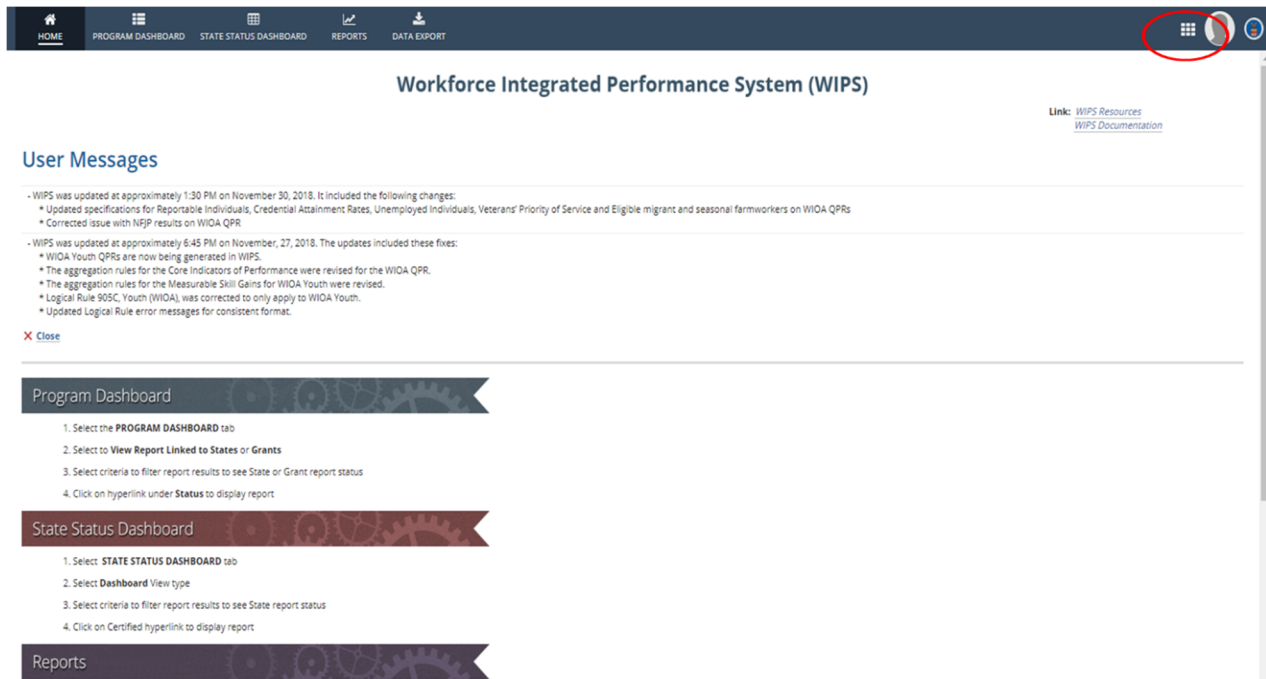
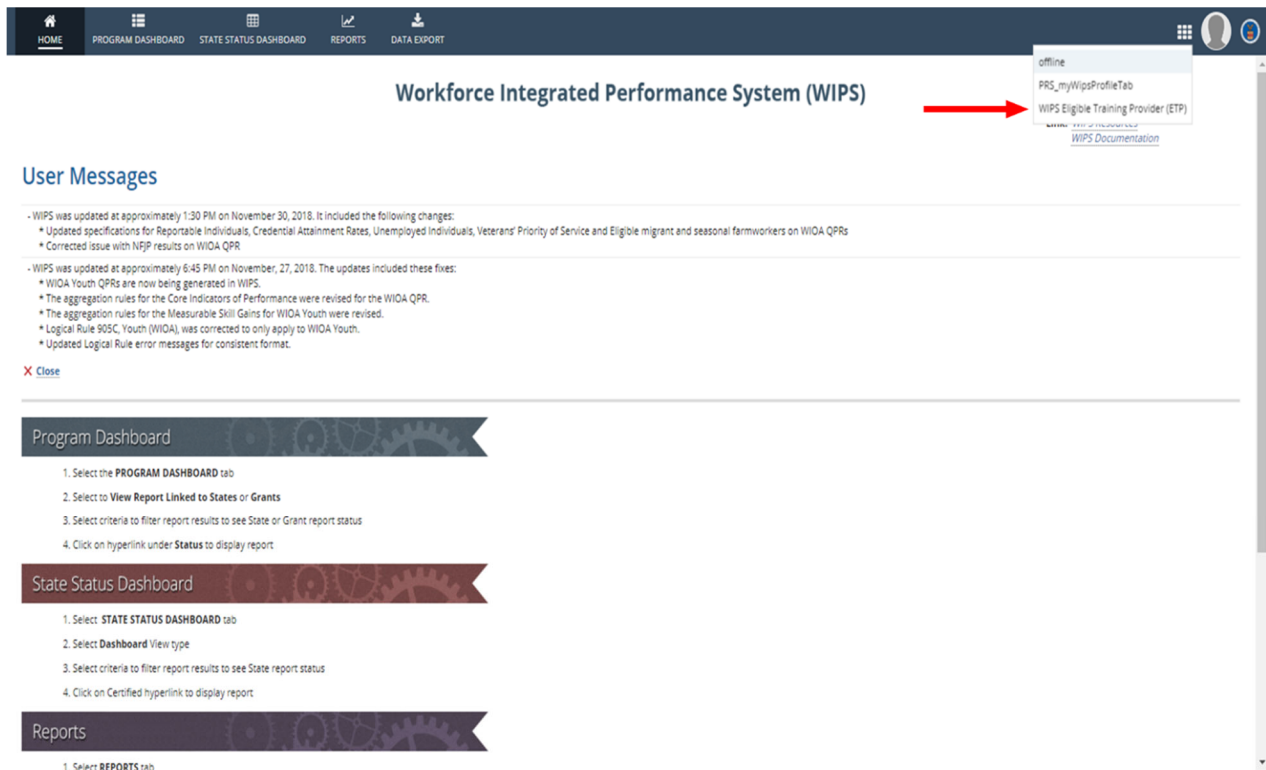


Workforce Integrated Performance System (WIPS) Guide To Eligible Training Provider (ETP) Performance Report Submission

(1) Log into WIPS, then click on the icon in the upper right hand corner (the one that looks like a square made up of 9 smaller squares).



(2) After clicking that icon, a dropdown list will appear. Select “WIPS Eligible Training Provider (ETP)”.



(3) After clicking that link, the ETP reporting page will open. Click the “File Upload” tab to upload file.

HOME

FILE UPLOAD

EDIT CHECK RESULTS

Eligible Training Provider (ETP)

[\[+\] User Messages](#)
Click to Expand

File Upload

*File must be in comma-separated values format with extension of .CSV or .TXT. Note that the size of the file uploaded **must not** exceed 1GB.*

* Program Year

2018

* Choose a File

UPLOAD

Drop file here

*The asterisk (*) indicates a required field.*

CANCEL

SUBMIT

(4) There is also an “Edit Check Results” tab that users can click to review the results of the edit checks and the status of their file uploads.

HOME

FILE UPLOAD

EDIT CHECK RESULTS

Eligible Training Provider (ETP)

[\[+\] User Messages](#)
Click to Expand

Edit Check Results Overview

Click the value of Valid Value Errors or Logical Rule Errors to view the error details of the file. Or select a file to certify for selected Program Year. File can only be certified when there are no Edit Check errors.

* Program Year

2018

File ID	File Name	Format Error	Valid Value Errors	Logical Rule Errors	File Import Date ↓	Status
44	ETP_CleanFile.csv	None	0	0	5/29/2018 9:24 AM EDT	Certified
43	ETP_CleanFile.csv	None	0	0	5/29/2018 9:24 AM EDT	Certification Overwritten
42	ETP_CleanFile.csv	None	0	0	5/29/2018 9:03 AM EDT	Certification Overwritten
41	ETP_CleanFile.csv	None	0	0	5/29/2018 9:03 AM EDT	Certification Overwritten
24	ETP_CleanFile.csv	None	0	0	5/25/2018 9:31 AM EDT	Certification Overwritten
23	ETP_CleanFile.csv	None	0	0	5/25/2018 9:31 AM EDT	Certification Overwritten