

Individual Registrant Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Individual Created Resume This alert will notify you when an Individual in your case load creates a new resumé.	N/A	N/A
<input type="checkbox"/>	Individual Service Creation This alert will notify you when an Individual in your case load creates a new service record.	N/A	N/A
<input type="checkbox"/>	Individual Referral Creation This alert will notify you when an Individual in your case load generates a job referral.	N/A	N/A
<input type="checkbox"/>	Individual # of Days Since Last Activity This alert will notify you when an Individual in your case load has not generated any new activity since the number of days specified.	N/A	N/A
<input type="checkbox"/>	Individual Changes to Profile (General) This alert will notify you when an Individual in your case load changes information on their General Tab.	N/A	N/A
<input type="checkbox"/>	Individual Changes to Profile (Background) This alert will notify you when an Individual in your case load changes information on their Background Tab.	N/A	N/A

Job Order Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Job Orders about to Expire This alert will notify you when a job order is about to expire.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer posted a job referral This alert will notify you when an Employer in your case load has posted a Job Referral Result (Hired vs. Not Hired).	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Suppressed Referral Alert This alert will notify you when an individual in your case load has been referred to a suppressed job.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Job Order being Released This alert will notify you when a job order is about to be released from hold.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer Created H2A Job Order This alert will notify you when an Employer has Created H2A Job Order.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

Scan Card Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Scancard Inactive Polling Application This alert will notify you if the polling service is inactive for any active terminal.	N/A	N/A

Eligible Training Provider (CRS) Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Provider Program Reapplication This alert will notify you when any Provider has a training program that is due to reapply for eligibility.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

Wagner Peyser (WP) Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Individual # of Days Since Last Wagner Peyser (WP) Activity This alert will notify you when an Individual in your case load has not generated any new WP activity since the number of days specified.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

Workforce Innovation and Opportunity Act (WIOA) Alerts

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Select	Alert Description	Days	Notify
<input checked="" type="checkbox"/>	WIOA Activity Projected Start Date This alert will notify you when an Individual in your case load has a projected WIOA activity start date that is about to occur.	5 days prior ▾	<input type="radio"/> On the day only <input checked="" type="radio"/> Everyday after
<input checked="" type="checkbox"/>	WIOA Activity Projected End Date This alert will notify you when an Individual in your case load has a projected WIOA activity end date that is about to occur.	30 days prior ▾	<input type="radio"/> On the day only <input checked="" type="radio"/> Everyday after
<input checked="" type="checkbox"/>	WIOA Soft Exit This alert will notify you when an Individual in your case load is about to soft exit from the WIOA program.	30 days prior ▾	<input type="radio"/> On the day only <input checked="" type="radio"/> Everyday after
<input type="checkbox"/>	WIOA Male Participants about to turn 18 This alert will notify you when an Individual in your case load is about to turn 18 years of age.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	WIOA Younger Youth Goals About to Expire This alert will notify you when an Individual with Youth Goals is about to expire where the status is set but attainment is pending.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	WIOA Participants expiring work authorization This alert will notify you when an Individual in your case load whose authorization to work is about to expire.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input checked="" type="checkbox"/>	WIOA Followup Alert This alert will notify you when an Individual in your case load has a follow-up date that is nearing.	90 days prior ▾	<input type="radio"/> On the day only <input checked="" type="radio"/> Everyday after
<input type="checkbox"/>	WIOA Literacy Numeracy Pre-Test has not been posted This alert will notify you when a Youth is enrolled that meets the requirement for literacy numeracy testing has not had a pre-test posted within 60 days of their first youth service date.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	WIOA Literacy Numeracy Post-Test has not been posted The following individual(s) in your case load are Basic Skills Deficient based on their previous Literacy Numeracy test. The current Program Year end is approaching in XX days (From Number of Days (e.g. 15)) as of SYSTEM DATE. Please update the literacy numeracy records appropriately.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Individual # of Days Since Last Workforce Innovation Opportunity Act (WIOA) Activity This alert will notify you when an Individual in your case load has not generated any new WIOA activity since the number of days specified.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	WIOA Case Note Reminder This alert will notify you when an individual in your case load has not had a case note added or is missing.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Monthly reminder of no Staff activity in the past 30 days This alert shall notify the Case Manager at the beginning of each month of all active WIOA Customers that have not had an activity created or updated in the past 30+ days.	N/A	N/A

Trade Adjustment Assistance (TAA) Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Trade Activities Projected Start Date This alert will notify you when an Individual in your case load has a projected Trade activity start date that is about to occur.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Trade Activities Projected End Date This alert will notify you when an Individual in your case load has a projected Trade activity end date that is about to occur.	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Trade Waiver Followup Reviews Due This alert will notify you when an Individual in your case load who has an	None Selected ▾	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

	active Trade application with waiver followup reviews due.		
<input type="checkbox"/>	TAA Training Activity Ended This alert will notify you that a TAA Training activity has closed.	N/A	N/A
<input type="checkbox"/>	TAA Followup Alert This alert will notify you when an Individual in your case load has a follow-up date that is nearing.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Trade Benchmark Reviews Due This alert will notify you when an individual in your case load who has an active Trade Application with training activities open will require the mandated 60 day Benchmark Review.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Individual # of Days Since Last Trade Adjustment Assistance (TAA) Activity This alert will notify you when an Individual in your case load has not generated any new TAA activity since the number of days specified.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	TAA Waiver/Training Deadline This alert will notify you when a waiver has not been issued and the last day to issue a waiver is approaching.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	TAA Application Verification Completed This alert will notify you when an assigned case has been verified as eligible to the Trade Program.	N/A	N/A
<input type="checkbox"/>	TAA A/RTAA Eligibility Age Requirement Is Met This alert will notify you when an assigned case has met the age requirement for A/RTAA Eligibility and has not been determined eligible under these benefits.	N/A	<input checked="" type="radio"/> On the Day they turn 50 only <input type="radio"/> All
<input type="checkbox"/>	Incomplete TAA Application This alert will notify you of TAA Applications that are incomplete.	N/A	N/A
<input type="checkbox"/>	TAA Applications for Approved Training requiring decisions This alert will notify staff with the appropriate privileges that an application for approved training requires a decision to be completed.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	TAA Application for Approved Training decision completed This alert will notify the assigned Case Manager that a decision has been recorded on an Individual's Training Application.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

SNAP Alerts

SNAP Alerts			
Select	Alert Description	Days	Notify
<input type="checkbox"/>	SNAP Appointments scheduled This alert will notify you when an Individual in your case load has scheduled appointments.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

Generic Program Alerts

Generic Program Alerts			
Select	Alert Description	Days	Notify
<input type="checkbox"/>	Generic Program Soft Exit This alert will notify you when a Generic Program participant, that is enrolled with an assigned case manager, is about to soft exit.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Generic programs Activity Projected Start Date This alert will notify you when an Individual in your case load has a projected Generic Program activity start date that is about to occur.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Generic programs Activity Projected End Date This alert will notify you when an Individual in your case load has a projected Generic Program activity end date that is about to occur.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Individual # of Days Since Last Generic Program Activity This alert will notify you when an Individual in your case load has not generated any new Generic Program activity since the number of days specified.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

Miscellaneous Alerts

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Select	Alert Description	Days	Notify

<input type="checkbox"/>	Text Watch Alert This alert will notify you when text flagged for alerting is detected in items having been created or modified in the past 24 hours in the selected area(s).	N/A	<input type="checkbox"/> Message Center Inbox - Individuals <input type="checkbox"/> Message Center Inbox - Employers <input type="checkbox"/> Job Orders - Internal <input type="checkbox"/> Job Orders - External
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IEP Alerts

IEP Alerts			
Select	Alert Description	Days	Notify
<input checked="" type="checkbox"/>	IEP Goals Alert This alert will notify you when any IEP goal created by you is nearing the Estimated Date of Completion	30 days prior ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input checked="" type="checkbox"/>	IEP Objectives Alert This alert will notify you when any IEP Objective created by you is nearing the Review Date of Completion	30 days prior ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	IEP Objectives Steps Alert The alert will notify you when any IEP Objective Steps created by you is nearing the Due Date.	N/A	N/A
<input checked="" type="checkbox"/>	IEP Objectives Nearing Review Date of Completion for Case Managers This alert will notify you when any IEP Objective is nearing the Review Date of Completion.	30 days prior ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	IEP Objectives Steps Nearing Due Date of Completion for Assigned Case Manager This Alert will notify you when any IEP Objective Steps is nearing the Due Date.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input checked="" type="checkbox"/>	IEP Goals Nearing Estimated Completion Date for Case Managers This alert will notify you when any IEP Goal is nearing the Estimated Date of Completion.	30 days prior ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

Employer Profile Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Employer changed General Profile Information This alert will notify you when an Employer in your case load changes information on their General Tab.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer changed Worksite Profile Information This alert will notify you when an Employer in your case load changes information on their General Tab.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer changed Contact Information This alert will notify you when an Employer in your case load changes information on their General Tab.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer Created Job Order by Assigned Case Manager This alert will notify the assigned Case Manager(s) when an employer in their case load has created a job order on the system.	N/A	N/A
<input type="checkbox"/>	Employer Referral to Job Order by Assigned Case Manager This alert will notify the assigned Case Manager(s) when referral to a job order has been made.	N/A	N/A
<input type="checkbox"/>	Employer # of Days since last activity by Assigned Case Manager This alert will notify the assigned Case Manager(s) when the employer has not had a service posted based upon the selection of days.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer Service entered on the system by Assigned Case Manager This alert will notify the assigned Case Manager(s) when the employer has not had a service posted on the day the service was created.	N/A	N/A
<input type="checkbox"/>	Employer Scheduled Service by Staff Created This alert will notify the staff that created the scheduled employer service that the scheduled date that is coming due.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer Scheduled Service by Assigned Case Manager This alert will notify the assigned Case Managers of a scheduled employer service date that is coming due.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	Employer signified as V3 Certified This alert will notify you when an Employer in your case load has been signified as V3 Certified.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after

<input type="checkbox"/>	Employer Created/Modified H2A/H2B Job Order This alert will notify you when an Employer has Created/Modified H2A/H2B Job Order	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
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Reemployment Event Alerts

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Select	Alert Description	Days	Notify
<input type="checkbox"/>	Event Attendees in Registered Status 7 Days After Event This alert will notify you if an Attendee of a Reemployment Event connected to any of your Associated Offices is still in a Registration Status of Registered 7 calendar days after the event occurred.	N/A	N/A
<input type="checkbox"/>	Event Attendees in Registered Status 10 Days After Event This alert will notify you if an Attendee of a Reemployment Event connected to any of your Associated Offices is still in a Registration Status of Registered 10 calendar days after the event occurred.	N/A	N/A

Case Management Alerts			
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Select	Alert Description	Days	Notify
<input checked="" type="checkbox"/>	Eligibility Explorer - Pending Applications for Review This alert will notify you of pending Eligibility Explorer Applications for your LWDB/Region completed by individuals expressing interest in program services.	N/A	N/A
<input type="checkbox"/>	Deferral Follow-up alert This alert will notify you when assigned cases require Deferral Good Cause Follow-ups.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after
<input type="checkbox"/>	New Case Assigned to Staff This alert will notify you when new participants have been added to your case load.	None Selected ▼	<input checked="" type="radio"/> On the day only <input type="radio"/> Everyday after