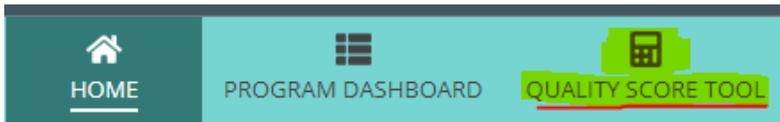


ETP Quality Score Tool User Guide

August 2023

Step 1. ETP users should enter the WIPS-ETP module and click on the “Quality Score Tool” tab.



From here, users may select to test a description for DE106 or DE102:

Eligible Training Provider (ETP)



Instructions

- The number one method for increasing the quality score is to provide more detailed information on a program/provider.
- Adding general words (e.g., “a”, “the”, “is”, “and”) or words that are commonly used in this data set (e.g., “program”, “college”, “please”, “provider”) does not increase the quality score.
- Repeating words from other fields (e.g. provider name or program name) does not increase the quality score.
- Including more numbers or punctuation will not increase the quality score.

Step 2. Determine whether testing DE106 or DE102

2a. (Testing description for DE106) If a user clicks on “DE106 – Description of Training Program” they are prompted to enter the text for DE106. Enter the description you would like to test and then click “Submit.”

[Back to ETP Quality Score Selection](#)

Enter the text for DE106 to see score *

[Clear Text](#)

SUBMIT

The tool will then provide you with the Quality Score for that description.

[Back to ETP Quality Score Selection](#)

Enter the text for DE106 to see score *

[Clear Text](#)

Quality Score Result: 1 **FAIL**

Note that although not currently a part of the Quality Score, this tool will also provide feedback on if there are any *potential* issues with spelling or grammar.

Enter the text for DE106 to see score *

This is a higher qualitiy description of a training program that has spelling miskates and grammar issues. Grantees should take note that it is important to fix this.

[Clear Text](#)

Quality Score Result: 12 **PASS**

Misspellings: {'grantees', 'miskates', 'qualtiy'}

Grammatical error message:
Possible spelling mistake found

Grammatical error Suggestions: ['quality']

2b. (Testing description for DE102)

2b.i. If a User clicks on “DE102 –Description of Training Provider” they are prompted to enter the text for DE102.

2b.ii. Once text is entered into the box for DE102, the tool automatically prompts the user to also enter the text for DE101. Enter the text for DE101 as well, then click “Submit.” Note that a Quality Score will not be calculated without a response in both fields.

Enter the text for DE102 to see score ?*

This is a training provider description.

Enter the text for DE101 to see score ?*

Name of training provider

[Clear Text](#)

SUBMIT

The tool then calculates the Quality Score for DE102 based on the inputs. As with above, the tool will also provide warnings about *potential* grammar and spelling concerns.

Enter the text for DE102 to see score ?*

This is a training provider description.

Enter the text for DE101 to see score ?*

Name of training provider.

[Clear Text](#)

Quality Score Result: 0 **FAIL**