

# Federal Reporting Office Hours

## Special Programs and Data

*July 2022*

# Automated Captioning for Participants in WebEx

## Option 1: Caption and Highlights Panel

1. Locate blue circle and dot icon on the bottom of screen.
2. Select icon
3. A side panel will appear on the right side of the screen.



## Option 2: Closed Captioning

1. Select the Closed Captioning (CC) icon  
a. Captions will appear on the bottom of screen.
2. Grab and move to desired location



# WELCOME TO THE FEDERAL DATA Q&A

We are here to answer your questions!

Feel free to type in the chat or unmute and ask anything you like!



# Federal Reporting Preparation Tips

**Indicator 7**

**Indicator 11**

**Indicator 12**

# Indicator 7 Tips

## Preschool Outcomes

# Indicator 7

- Opens August 1<sup>st</sup>
- Closes August 19<sup>th</sup>
- Captures the percent of preschool children ages 3-5 with IEPs with improved childhood outcomes in the following:
  - (A) Positive social-emotional skills
  - (B) Acquisition and use of knowledge and skills
  - (C) Use of appropriate behaviors to meet their needs.
- Based on data from the 7/1/2021 through 6/30/2022 reporting period

# Preparing for Indicator 7

## *Things to check in the student record*

Resources [Disclaimer/License Agreement](#) [Upload File\(s\)](#) [Delete/Update Documents](#)

Planning Documents	<input type="checkbox"/>	11		Federal Reporting	06/16/2021	Colton Ash	<a href="#">ECATS Indicator 7 Exception Descriptions</a>
Federal Reporting	<input type="checkbox"/>	27		Federal Reporting	09/17/2020	Beth Burris	<a href="#">ECATS Exit Count Reporting Checklist</a>
General	<input type="checkbox"/>	28		Federal Reporting	09/17/2020	Beth Burris	<a href="#">ECATS Exit Count - Same Day Reporting Updates</a>
Service Logging Documents	<input type="checkbox"/>	29		Federal Reporting	09/17/2020	Beth Burris	<a href="#">ECATS Exit Count - Errors and Warnings Reference Guide</a>
Special Education Documents	<input type="checkbox"/>	31		Federal Reporting	10/05/2020	Beth Burris	<a href="#">ECATS Indicator 7 Reporting Checklist</a>

### Student Record Review Checklist to Ensure Accuracy for Indicator 7

ECATS Screens/Workspace	What to Check
Student Profile and Documents tab	Student must be age 3 to less than 6 as of the COSF Exit Date.
Documents tab	Student must have an Exit COSF event (or projected Exit COSF Date) between the begin and end date of the count period.
COSF document	Student must have received EC services in PK for 6 months or more. This is the number of days between the Active in Pre-k services start date and Active in Pre-k services completion date on the COSF.
Student Level Report View	The student must not be marked and 'Exclude Student from This Report' for the applicable report and count period



# Indicator 7: Tip

How do you document Exit COSF for a student who transfers from another PSU with no documentation of Entry COSF, and the child has been enrolled in PreK for at least 6 months?

*EC Preschool Staff should enter information from the initial eligibility as the “Entry” COS if there was none previously entered. This would provide the growth data from beginning of services until exit if the student has been enrolled and receiving services for 6 months or more.*

Child Outcome Summary Form

PURPOSE

i


The proper selection must be made in order to generate the appropriate document.

Select One:


Entry

▼

Active in Pre-k services start date:



Pre-k services completion date:



PERSONS INVOLVED IN DECIDING THE SUMMARY RATINGS

Name	Role
<input type="text"/>	<input type="text"/> <small>abc</small> ✓
<input type="text"/>	<input type="text"/> <small>abc</small> ✓
<input type="text"/>	<input type="text"/> <small>abc</small> ✓



# Indicator 7

- Indicator 7 report available to review data

Scheduled Reports		
Early Warning System	<a href="#">Accommodations Report School/Grade/Class/Test</a>	<a href="#">Exit Count</a>
FAM-S	<a href="#">Caseloads as of a Point in Time</a>	<a href="#">IEP Services Report with Location (xls)</a>
	<a href="#">Caseloads Report Admin (xls)</a>	<a href="#">IEP Services Report with Location/Transportation (xls)</a>
General	<a href="#">Child Count</a>	<a href="#">IEP Services Report with Minutes (xls)</a>
	<a href="#">Compliance by Case Manager (xls)</a>	<a href="#">Indicator 11</a>
Progress Monitoring	<a href="#">Compliance by School (xls)</a>	<a href="#">Indicator 7</a>
	<a href="#">Compliance by Students (xls)</a>	<a href="#">Missing Progress Report (xls)</a>
Service Logging	<a href="#">Compliance Summary (PDF)</a>	<a href="#">Overdue Eligibility/IEP Report (xls)</a>
Special Education	<a href="#">Contacts Report (PDF)</a>	<a href="#">Progress Report Status (PDF)</a>
	<a href="#">ESY By School By Case Manager (xls)</a>	<a href="#">Projected/Missed Eligibility Meetings (xls)</a>
	<a href="#">ESY by Service (xls)</a>	<a href="#">Projected/Missed IEP Meetings (xls)</a>



**Charter Schools must also review Indicator 7 report to identify students with COSF data transferred from previous PSU**

- Training video and resources available in ECATS (Main Menu > Resources)

Resources				<a href="#">Review the License Agreement</a>	<a href="#">Upload File(s)</a>	<a href="#">Delete/Update Documents</a>
<a href="#">Federal Reporting</a>	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/26/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Exceptions Tab Guide</a>
<a href="#">Service Logging Documents</a>	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Updating Initial Delay Reason Guide</a>
<a href="#">Special Education Documents</a>	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Errors and Warnings Guide</a>
	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - FAQ Guide</a>
	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Training Federal Reporting Webinar Videos - Last Updated 10/11/2020</a>

[ECATS Indicator 7 Reporting - Errors and Warnings Reference Guide](#)  
[ECATS Indicator 7 Reporting Checklist](#)

# Understanding COS & Preparing for Ind 7

## Resource: NC Child Outcomes Summary Tips, Tricks & Resources

<https://padlet.com/dawnmeskil/COSResources>

padlet

Dawn Meskil + 4 • 6d

### NC Child Outcomes Summary Tips, Tricks & Resources

Please submit any additional resources to dawn.meskil@dpi.nc.gov.

SIGN UP LOG IN SHARE

#### About Child Outcomes

Dawn Meskil 2mo

**ECTA/DaSy: Breadth of the Three Child Outcomes**

PDF

Also available in Spanish

☆ Rate 0

Add comment

#### For Families

Dawn Meskil 22d

**ECTA/DaSy: Breadth of the Three Child Outcomes**

PDF

Also available in Spanish

☆ Rate 0

Add comment

#### Child Outcomes Tools

Dawn Meskil 22d

**ECTA Video: Child Outcomes Step-by-Step**

ectacenter.org

This video describes and illustrates the three child outcomes adopted by the Office of Special Education Programs (OSEP) and reported on by all state early intervention (Part C) and preschool special education (Part B, Section 619) programs as part of their Annual Performance Report (APR).

☆ Rate 0

Add comment

#### COS Data

Dawn Meskil 22d

**NC-ELN: What to Look for in your Early Childhood Outcome Data?**

DOCX

☆ Rate 0

Add comment

#### ECATS

Dawn Meskil 15d

**How to access ECAT Training Videos**

ECATS Federal Reporting videos in ECATS

Go to the Main Menu > Resources section > Federal Reporting tab.

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#### Other States

Dawn Meskil 22d

**Vermont Resources**

education.vermont.gov

Early Childhood Special Education Services | Agency of Education

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#### Related Resources

Dawn Meskil 22d

**NCPMI (National Center for Pyramid Model Innovations)**

challengingbehavior.cbcs.u...

National Center for Pyramid Model Innovations NCPMI

☆ Rate 0

Add comment

#### Other States

Dawn Meskil 22d

**Illinois Resources**

ecire.org

The Early Childhood Outcomes in Illinois module was developed by Early CHOICES. This module reviews the three Early Childhood Outcomes that are used to help measure the impact early childhood intervention has on a child's ability to have positive

☆ Rate 0

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#### Other States

Dawn Meskil 22d

**NC Preschool Pyramid Model**

nceln.fpg.unc.edu

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#### Other States

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**ECATS Monday Message**

PDF

To support preparation for federal reporting, a report is available to check data each month for accuracy and address any possible errors that must be corrected prior to the certification schedule. This report is accessible in ECATS from Reporting > Standard Reports > Special Education tab.

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#### Other States

Dawn Meskil 22d

**NC-ELN: Child Outcomes Data Quality Assurance**

DOCX

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#### Other States

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**ECTA: COS Form and Instructions**

☆ Rate 0

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#### Other States

Dawn Meskil 22d

**NC A Family Guide to Understanding the Early Childhood Outcomes Measurement Process**

PDF

Brochure designed for Families

☆ Rate 0

Add comment

#### Other States

Dawn Meskil 22d

**ECTA: COS Process Professional Development**

ectacenter.org

Provided here is a collection of national resources to support COS training and technical assistance.

☆ Rate 0

Add comment

education.vermont.gov/student-support/early-education/early-childhood-special-education

# Indicator 11 Tips

## Child Find

# Indicator 11

- Opens October 3<sup>rd</sup> and closes October 31<sup>st</sup>
- Captures the percent of students for whom a referral was received, and placement determined within 90 days
- Based on data from the 7/1/2021 through 6/30/2022 reporting period

# Indicator 11

- Indicator 11 report available to review data

Scheduled Reports		
Early Warning System	<a href="#">Accommodations Report School/Grade/Class/Test</a>	<a href="#">Exit Count</a>
FAM-S	<a href="#">Caseloads as of a Point in Time</a>	<a href="#">IEP Services Report with Location (xls)</a>
	<a href="#">Caseloads Report Admin (xls)</a>	<a href="#">IEP Services Report with Location/Transportation (xls)</a>
General	<a href="#">Child Count</a>	<a href="#">IEP Services Report with Minutes (xls)</a>
	<a href="#">Compliance by Case Manager (xls)</a>	<b>Indicator 11</b>
Progress Monitoring	<a href="#">Compliance by School (xls)</a>	<a href="#">Indicator 7</a>
	<a href="#">Compliance by Students (xls)</a>	<a href="#">Missing Progress Report (xls)</a>
Service Logging	<a href="#">Compliance Summary (PDF)</a>	<a href="#">Overdue Eligibility/IEP Report (xls)</a>
<b>Special Education</b>	<a href="#">Contacts Report (PDF)</a>	<a href="#">Progress Report Status (PDF)</a>
	<a href="#">ESY By School By Case Manager (xls)</a>	<a href="#">Projected/Missed Eligibility Meetings (xls)</a>
	<a href="#">ESY by Service (xls)</a>	<a href="#">Projected/Missed IEP Meetings (xls)</a>

- Training video and resources available in ECATS (Main Menu > Resources)

Resources				<a href="#">Review the License Agreement</a>	<a href="#">Upload File(s)</a>	<a href="#">Delete/Update Documents</a>
<b>Federal Reporting</b>	<input type="checkbox"/>		Federal Reporting	10/26/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Exceptions Tab Guide</a>
	<input type="checkbox"/>		Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Updating Initial Delay Reason Guide</a>
Service Logging Documents	<input type="checkbox"/>		Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Errors and Warnings Guide</a>
Special Education Documents	<input type="checkbox"/>		Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - FAQ Guide</a>
	<input type="checkbox"/>		Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Training Federal Reporting Webinar Videos - Last Updated 10/11/2020</a>





# Preparing for Indicator 11

## *Things to check in the student record*

- ☐ If initial placement is after 90-day timeline, document initial placement delay reason

General Data   Part C Referral: C to B Transition   **Part B Referral**

Referral Data

Referral Date:	90 Day Timeline End Date:	Private School Non-Participation Notice Date (If Applicable):	Delay Reason (If Applicable):
10/12/2021	01/10/2022	<input type="text"/> 	IN02: Referral paperwork not processed in a time 

- ☐ If initial placement is within 90-day timeline, submit Consent for Services response

Consent for Services

[CREATE CONSENT FOR SERVICES](#)

 Use the link directly above to create a final parent/guardian/student consent for services document. Then submit the response information in the fields directly below.

Parent/Guardian/Student Consent for Services Response: Parent/Guardian/Student Signed - Yes 

Parent/Guardian/Student Consent for Services Date Signed: 11/03/2021 

**SUBMIT CONSENT FOR SERVICES RESPONSE**

# Reminder: Consent Response

## *EC Process > Consent screen*

Consent to Evaluate

[CREATE CONSENT TO EVALUATE](#)



Use the link directly above to create a final parent/guardian/student Consent to Evaluate document. Then submit the response information in the fields directly below.

Consent for Services

[CREATE CONSENT FOR SERVICES](#)



Use the link directly above to create a final parent/guardian/student consent for services document. Then submit the response information in the fields directly below.

### Documents created for

- ☐ [Consent for Eval](#)
- ☐ [Consent for Services](#)

**Remember:** An open check box associated with the Consent document indicates the document was finalized, the but the Consent response has not yet been submitted on the EC Process > Consent screen.



# Reminder: Consent Response

## EC Process > Consent screen

### Consent to Evaluate

[CREATE CONSENT TO EVALUATE](#)

Use the link directly above to create a final parent/guardian/student Consent to Evaluate document. Then submit the response information in the fields directly below.

Initial or Reeval? ☒ Initial ☐ Reeval

Parent/Guardian/Student Consent to Evaluate Response: Parent/Guardian/Student Signed - Yes

Parent/Guardian/Student Consent to Evaluate Date Signed: 09/28/2021



The following question is specific to private school students ONLY. Regardless of whether a student is private school or public school status, users should complete the applicable EC processes.

Is the parent requesting an evaluation/reevaluation solely for the purpose of applying or renewing scholarships (vouchers), and will not receive services through a private school services plan (PSSP)?

Date:

[SUBMIT CONSENT TO EVALUATE RESPONSE](#)

### Consent for Services

[CREATE CONSENT FOR SERVICES](#)

Use the link directly above to create a final parent/guardian/student consent for services document. Then submit the response information in the fields directly below.

Parent/Guardian/Student Consent for Services Response: Parent/Guardian/Student Signed - Yes

Parent/Guardian/Student Consent for Services Date Signed: 10/27/2021

[SUBMIT CONSENT FOR SERVICES RESPONSE](#)

# Reminder: Consent Response

## *Confirm the response was submitted*

### Documents created for

- E**      [Consent for Eval](#)
- E**      [Consent for Services](#)

**Remember:** The red **E** associated with the Consent document indicates the document was finalized, and the Consent response was submitted on the EC Process > Consent screen.

### Student History

10/27/2021



Provision of Services Parental Consent

09/28/2021



Parent Consent (Yes)

**Remember:** The Provision of Services Parental Consent event and Parent Consent (Yes) event on the Student History screen indicates the Consent responses were submitted on the EC Process > Consent screen.

# Preparing for Indicator 11

## *Things to check in the student record*

- ☐ Upload signed copy of Consent to Evaluate (if applicable) and Consent for Services to Documents

Documents					
<u>Document</u>		Batch	<u>Status</u>	Del	Attachment
<u>Consent for Services</u>	PDF	<input type="checkbox"/>	Final	<input type="checkbox"/>	<u>Consent for Services 9-3-21</u>
<u>Consent for Eval</u>	PDF	<input type="checkbox"/>	Final	<input type="checkbox"/>	<u>consent for evaluatin, signed 7-10-21</u>

# Preparing for Indicator 11

## *Things to check in the student record*

- ❑ Remove the initial placement delay reason from the Data Collection screen if there was no delay

Referral Received by School Date	Referral Determination Date	Referred for Evaluation	Consent to Evaluate Date	Consent to Evaluate Purpose	Consent to Evaluate Given	Evaluation Purpose	Eligibility Date	Eligible	Pvt School Non-participant Notice Date	Initial Placement Date	Initial Placement Delay Reason	Consent for Placement Date	Consent for Placement Given	# Days Delayed	Subtraction Category
11/12/2021	11/12/2021	Y	11/12/2021	INIT	Yes	INIT	3/4/2022	Yes		3/4/2022	IN05: Other	11/12/2021	Yes	0	Eligible
1/20/2022	1/20/2022	Y	1/20/2022	INIT	Yes	INIT	4/8/2022	Yes		4/8/2022	IN04: Delay in getting parent consent	4/12/2022	Yes	0	Eligible
11/23/2021	1/7/2022	Y	11/24/2021	INIT	Yes	INIT	1/31/2022	Yes		1/31/2022	IN05: Other	1/31/2022	Yes	0	Eligible
10/29/2021	11/5/2021	Y	11/8/2021	INIT	Yes	INIT	1/21/2022	Yes		1/21/2022	IN04: Delay in getting parent consent	1/24/2022	Yes	0	Eligible

### Student History

Event Date\*

Event Type

01/24/2022



Provision of Services Parental Consent

### Timeliness and Special Situations

General Data

Part C Referral: C to B Transition

Part B Referral

### Referral Data

Referral Date:

90 Day Timeline End Date:

Private School Non-Participation Notice Date (If Applicable):

Delay Reason (If Applicable):

10/29/2021

01/27/2022



IN04: Delay in getting parent consent

# Preparing for Indicator 11

## *Reminders*

- ☐ Do not wait until October to begin reviewing the Indicator 11 Report for accuracy of data
- ☐ Routinely review the Student Details tab in the Indicator 11 report
- ☐ The Exceptions tab in the Indicator 11 report displays errors in student records that must be corrected before certifying data. It does not display discrepancies (“false delays”) created by incorrect or incomplete data entry
- ☐ Delete duplicate referral events for the same student record
- ☐ Review the [Indicator 11 Standard Report Tip Sheet](#)

# Indicator 12 Tips

## Part C to Part B Timely Referral

# Indicator 12

- Captures data on students who received Part C services and were referred to Part B during the 7/1/2021 through 6/30/2022 reporting period.
- All students must have an IEP developed within 90 days of the referral and receive services by their 3rd birthday.
- All Traditional Public School Units must submit completed Indicator 12 spreadsheets to [ecindicators@dpi.nc.gov](mailto:ecindicators@dpi.nc.gov) by October 31<sup>st</sup>.
- Charter Schools and State Operated Programs do not submit Indicator 12




# Indicator 12 Spreadsheet

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## Indicator 12 - Part C to Part B Timely Referral

Indicator 12 will be submitted on spreadsheets by all PSUs. Charter Schools do not need to submit an Indicator 12 spreadsheet this year. The Indicator 12 spreadsheet has a tab with helpful clarifications to assist PSUs in entering their data and can be found below. The spreadsheet can be submitted at any time prior to the due date of October 31, 2022. Your cooperation in meeting the deadline for data submission is greatly appreciated. Please email all Indicator 12 spreadsheets to [ecindicators@dpi.nc.gov](mailto:ecindicators@dpi.nc.gov).

### 2021-22 Indicator 12 Spreadsheet

[Indicator 12 Excel Spreadsheet](#)[Indicator 12 Data Collection Templates](#)[Child Find Resources | NC Early Learning Network \(unc.edu\)](#) [Transition Resources | NC Early Learning Network \(unc.edu\)](#) 

***Remember to submit Indicator 12 spreadsheet to [ecindicators@dpi.nc.gov](mailto:ecindicators@dpi.nc.gov) by October 31<sup>st</sup>***

# Preparing for Indicator 12

## *Identifying students for Indicator 12*

- ❑ Run the Indicator 11 report in ECATS.
- ❑ In the Indicator 11 Excel spreadsheet, add a column next to *Date of Birth* and label it, *Age as of Referral Date*.

Date Of Birth	Age as of Referral Date	Grade
▼	▼	▼
11/21/2016		PK
5/9/2015		1
12/10/2017		PK
8/22/2013		2
2/24/2019		PK

# Preparing for Indicator 12

## *Identifying students for Indicator 12*

- ❑ Enter the following formula in the first cell under the header, *Age as of Referral Date*:

=DATEDIF(K2,V2,"y")

or

=DATEDIF(RC[-1],RC[10],"y")

- ❑ **Note:** This formula calculates in years the difference between the *Date of Birth* and *Referral Received by School Date*

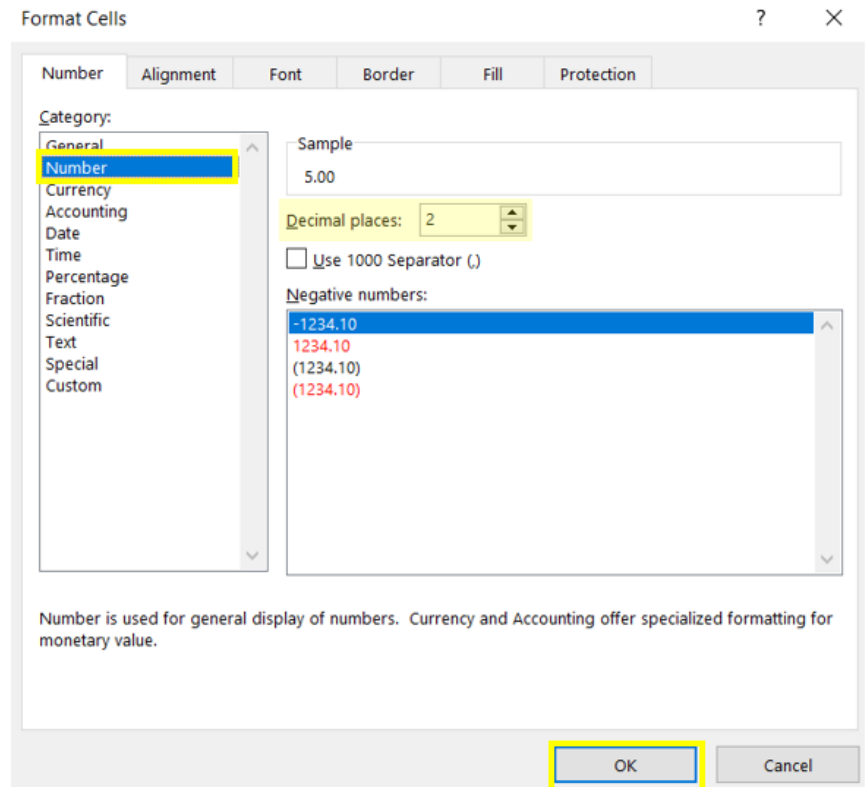
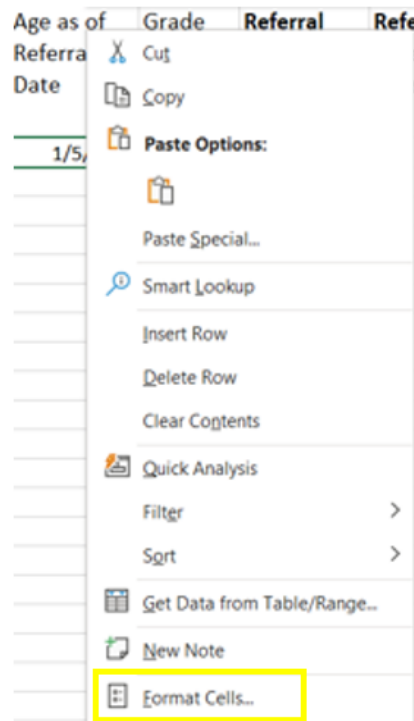
11	12	16	22	23
Date Of Birth	Age as of Referral Date	Grade	Referral Received by School Date	Referral Determination Date
11/21/2016	RC[10],"y")	PK	2/2/2022	3/16/2022

# Preparing for Indicator 12

## *Identifying students for Indicator 12*

Date Of Birth	Age as of Referral Date	Grade	Referral Received by School Date
11/21/2016	1/5/1900	PK	2/2/2022

Change the format of the cell contents to Number



# Preparing for Indicator 12

## *Identifying students for Indicator 12*

- ☐ Copy and paste the formula down *Age as of Referral Date* column.
- ☐ Filter *Age as of Referral Date* column results by Age 2 and less than Age 3 (e.g., Age 2.5).

Date Of Birth	Age as of Referral Date	Grade	Referral Received by School Date	Referral Determination Date
2/24/2019	2.00	PK	11/22/2021	11/22/2021
4/7/2019	2.00	PK	3/4/2022	3/4/2022
4/10/2019	2.00	PK	3/9/2022	3/9/2022
7/5/2019	2.00	PK	4/14/2022	4/14/2022
11/14/2018	2.00	PK	10/8/2021	10/8/2021

- ☐ This helps to identify students who were referred prior to Age 3 during the selected reporting period.

# Other Reminders

**NC ECATS Data Managers Contact Directory**  
**Federal Reporting Office Hours Website**

# ECATS Data Managers Contact Directory

Update the Contact Directory with any corrections and/or additions.

<https://docs.google.com/document/d/1tQFdgbqV1kqhMXN9PIGR38JrYbvR8UuZ/edit?usp=sharing&oid=100162846075394212010&rtpof=true&sd=true>



# ECATS website: Federal Reporting Office Hours

Access previous PowerPoint and session recordings from the ECATS website at <https://www.dpi.nc.gov/districts-schools/classroom-resources/exceptional-children/every-child-accountability-tracking-system-ecats/reporting/federal-reporting-office-hours>

# ECATS website: Federal Reporting Office Hours

**Every Child  
Accountability &  
Tracking System  
(ECATS)**

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## Federal Reporting Office Hours

This is the archive of Federal Reporting Office Hour sessions. Because this is an archive, please note that some website links may change.

### Reporting

Federal Reporting Office  
Hours

## Frequently Asked Questions

— 2022 Federal Reporting Office Hours Resources

[Federal Reporting Office Hours FAQs](#)

May

- [Welcome to the Federal Data Q&A - May 2022](#)
- [Federal Reporting Office Hours session 5.4.22](#) [PDF](#) - Password: mDXjSid4
  - [Transcript](#)