



Providing Evidence in the Findings Area (12-month deadline)

Note: ALSDE Career & Technical Education Workforce Development Section must clear findings within 12 months

1. See 'Starting a TAPE Diagnostic' to access a TAPE Diagnostic if needed
2. Click the 3 lines in the upper left-hand corner to open the left-side menu
 - Click Manage Resources
 - Click Findings Tab
 - Click underlined Findings Title

The screenshot shows the Cognia workspace interface. On the left is a navigation menu with 'Activities' and 'Manage Resources'. The main area is titled 'Resources' and contains a table with the following data:

Findings	Number of Findings	Contact(s)	Functions
Food, Wellness and Dietetics - Student Organization (CTSOs) Findings	1	(4 more)	

Below the table is a detailed view of a finding with the following information:

Title	Status	Due Date
2.1.H.-Central of FWD-Long	Not Started	4/8/2025

3. Review Findings information provided
 - Click 'Add a note' in the bottom right-hand corner

The screenshot shows the details for finding '2.1.H.-Central of FWD-Long' with a due date of 4/8/2025 and a status of 'Not Started'. The page includes the following sections:

- Statement:** Credentialing did not meet the 83% threshold.
- Description:** A PIP was created for findings in collaboration with program area teacher. A copy of the PIP may be found under the Manage Resources dropdown using the Folders tab and by clicking on the "CTE Tool for Assessing Program Effectiveness (TAPE)".
- Items:** 2.1.H Credentialing and Assessments
- Please attach the following:**
 - The program provides students with adequate access to credential opportunities (to include stackable credentials) which determine career readiness. (i.e., BLS CPR, DSHA)
 - Dated student certification OR
 - Certification agency generated report with dates
- AND/OR**
 - 83% of students who sit for a certification exam (CRI) obtain a passing score
 - SPP application report: Student Program Credentials Count - Schools (provided by CTE Director)
- Notes:** A link to 'Add a note' is located in the bottom right corner.



4. In the 'Note' section, enter information to address the finding

Add Note

Change Action Due Date: 4/8/2025

This note is associated to the following finding statement:
Credentialing did not meet the 83% threshold.

Note *

Enter a note for this finding.

4000 characters left

Add Attachments

Add up to 10 attachments per note.

5. Attach supporting files through 'Attach Files' and/or 'External Link'

- To attach a file(s) use the 'Drag & drop files' feature or click 'Select file' and search for a document(s) on your computer
- Enter a file name (option)
- Click Save

Attach Files External Link

Attach File Ⓞ

Drag & drop files **Select File**

Attachment Name

Enter a file name **Attach**

Attached Items

No attachments have been added.

* Indicates required field **Cancel** **Save**



- To provide information by link, click the 'External Link' tab
- Enter the web page address (URL)
- Provide a name for the information submitted
- Click Save

Attach Files **External Link**

Link To

Enter the web page address (URL)

Attachment Name

Enter an attachment name **Attach**

Attached Items

No attachments have been added.

* Indicates required field

Cancel

Save



TAPE Support Resources

Teacher Schoology Group:

Link <https://alsde.schoology.com/group/6018657959>
Access Code FMKH-S6QJ-5VR47
Logging on to the ALSDE Teaching and Learning Platform is required

CTE Director Schoology:

To request to be added to the course, contact:
Email Dana Stringer, dstringer@alsde.edu
Education Specialist II
Career & Technical Education Workforce Development request to be added to the course.

Technical Assistance Request:



Diagnostics and Workspace Support:

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