

U.S. Department of Education  
Office of Vocational and Adult Education  
Consolidated Annual Report (CAR) Training for the  
Carl D. Perkins Career and Technical Education Act of 2006

Agenda

Wednesday, September 22, 2010  
11:00 a.m. to 12:00 p.m. EDT  
Thursday, September 23, 2010  
2:00 to 3:00 p.m. EDT

1. General Introduction and Overview of Training Session – OVAE Staff
2. Introduction of Trainers and Their Roles – Brandon Smith and Kim Blessing
3. Roll Call of States – Kim Blessing
4. Overview of Areas in the CAR that Training Will Cover – Kim Blessing
5. Overview of 2010 Changes to the CAR – Brandon Smith
6. Logging in to the CAR – Kim Blessing
7. Review of the Menu Items Existing in the CAR – Brandon Smith
  - Complete the CAR
  - User Support
  - Submit Your Report
8. Review Sections of the CAR – Brandon Smith
  - Cover Sheet
  - Narrative (Including Technical Skill Assessments and State and Local Improvement Plans)
  - Financial Status Report
  - Student Enrollment Data Forms
  - Accountability Forms
  - Tech Prep Forms
  - Additional Measures Forms (if applicable)
9. Reporting in EDEN/EDFacts – Bobbi Stettner-Eaton
10. Questions (OVAE staff will be available to respond to any programmatic questions)

All meetings will be held via webinar session and are scheduled for a 1-hour time block. The first 30 to 40 minutes of training will cover all of the technical data entry aspects of the CAR database, leaving time for participant questions. The training sessions are scheduled in Eastern Daylight Time in order to accommodate participants from other time zones.