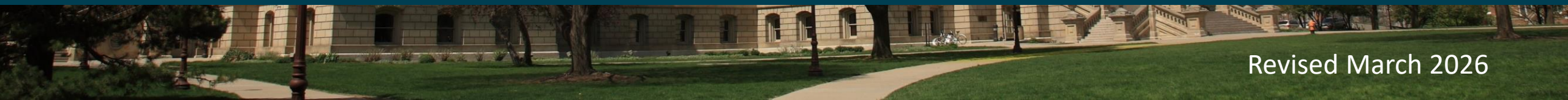
MAERS

Assessment Data Matching Process

Michigan Department of Labor & Economic Opportunity - Employment and Training



Revised March 2026

Data Matched Assessments

Data Match Process

- Match by the first name, last name and date of birth between MAERS and the online testing system

- Matches will be completed daily through an overnight process
  - TABE and CASAS will send all online Michigan assessments taken that day
  - MAERS will store that data for 90 days

- To accommodate the monthly data entry policy, the previous 90 days of collected online assessments will look to match with a MAERS registration

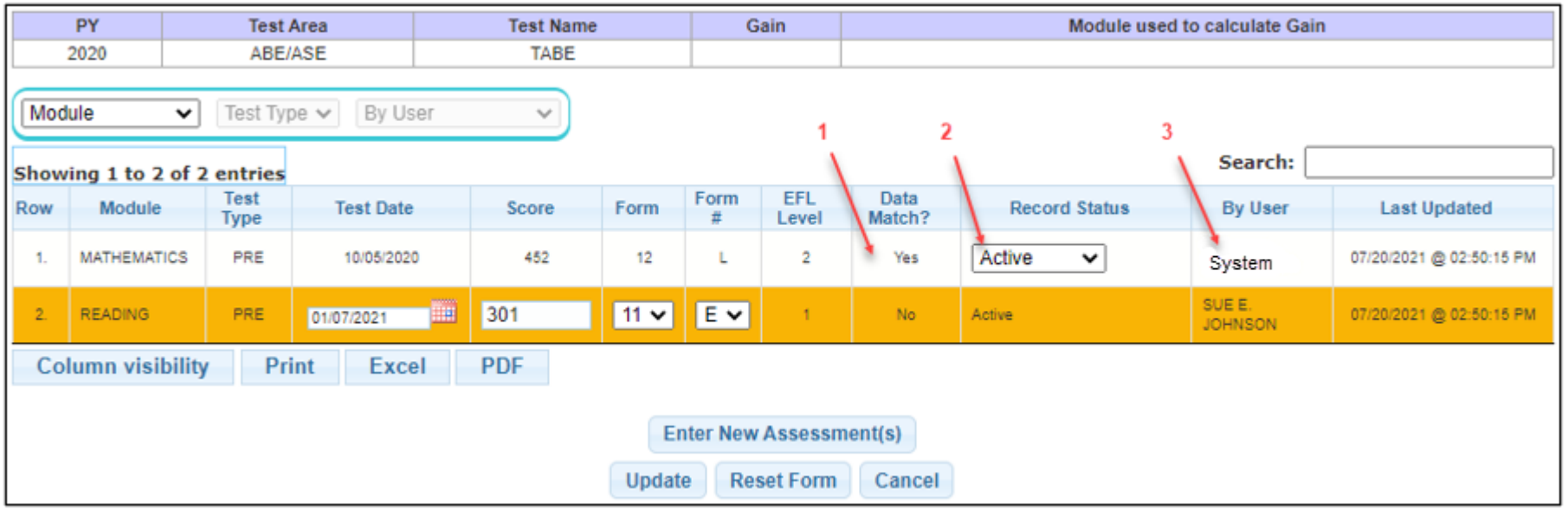
- View the Post-Test Listing report to identify successful pre and post-tests

- A new online Assessment Data Matching report is coming soon to assist in managing matched assessments

Data Matched Assessments cont....

Identifying Data Matched Assessments

1. The Data Match column will display a Yes
2. The Record Status will have an active dropdown field to activate or inactivate the match
3. The By User will display System

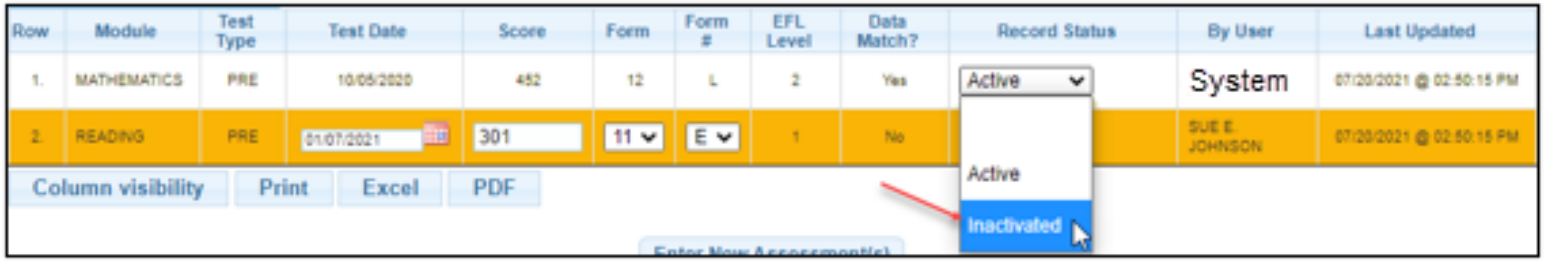


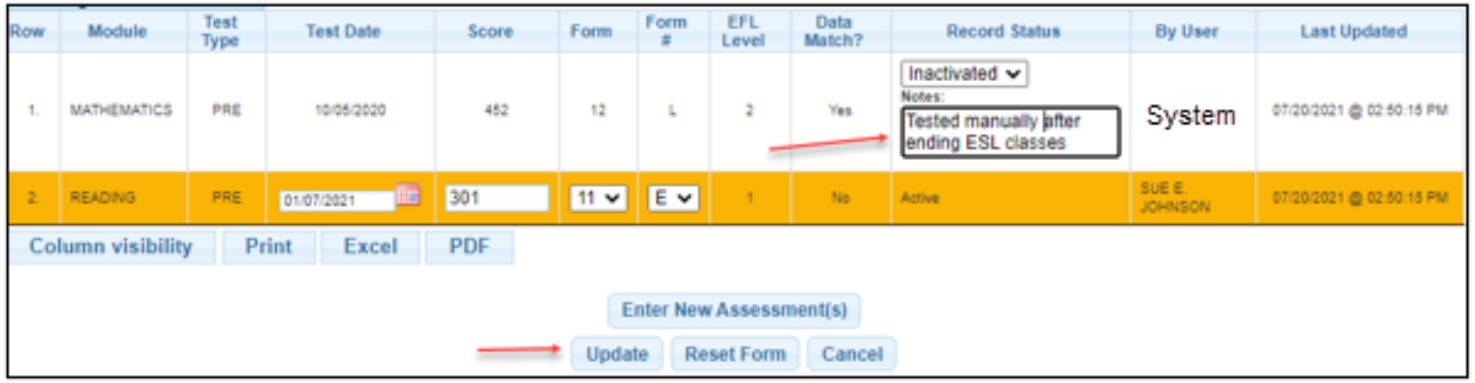
Data Matched Assessments cont pt 1....

Activating and Inactivating Data Matched Assessments

There may be times an assessment is matched but not wanted or not compatible. In these situations, the data matched assessment can be inactivated. The data matched record will remain visible but will not be utilized as a valid test.

Select Inactivated in the Record Status dropdown



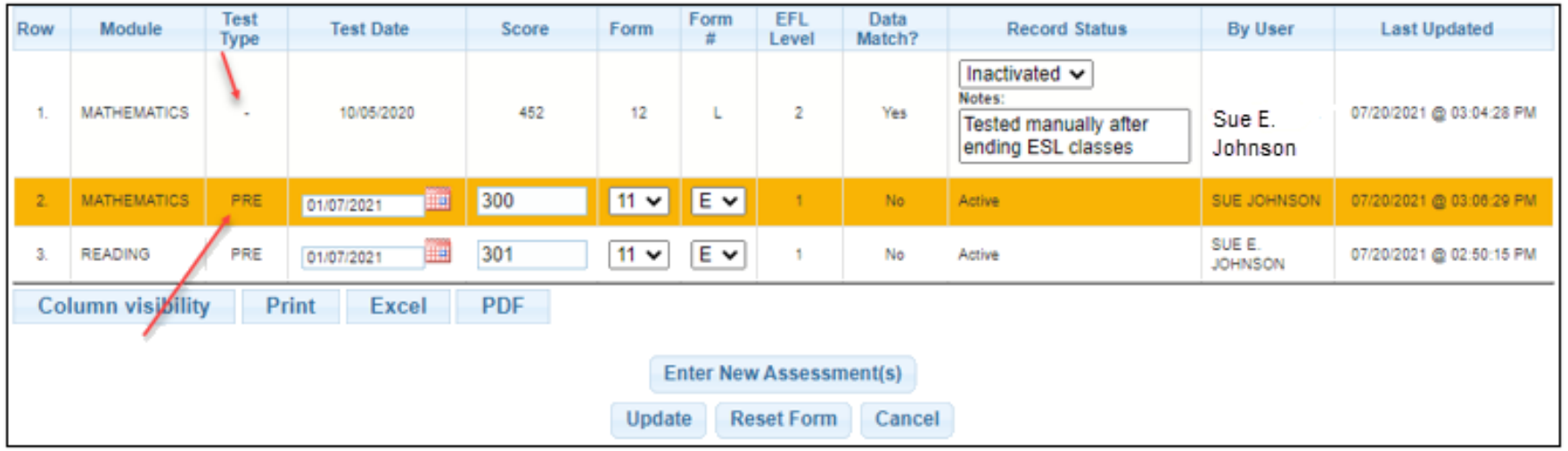


The Notes field will display to add a required note for the inactivation. Click Update.

Data Matched Assessments cont pt 2....

Activating and Inactivating Data Matched Assessments cont....

Once updated, the inactivated data matched assessment is no longer utilized as a valid test.



Row	Module	Test Type	Test Date	Score	Form	Form #	EFL Level	Data Match?	Record Status	By User	Last Updated
1.	MATHEMATICS	-	10/05/2020	452	12	L	2	Yes	Inactivated Notes: Tested manually after ending ESL classes	Sue E. Johnson	07/20/2021 @ 03:04:28 PM
2.	MATHEMATICS	PRE	01/07/2021	300	11	E	1	No	Active	SUE JOHNSON	07/20/2021 @ 03:06:29 PM
3.	READING	PRE	01/07/2021	301	11	E	1	No	Active	SUE E. JOHNSON	07/20/2021 @ 02:50:15 PM

Column visibility | Print | Excel | PDF

Enter New Assessment(s)

Update | Reset Form | Cancel

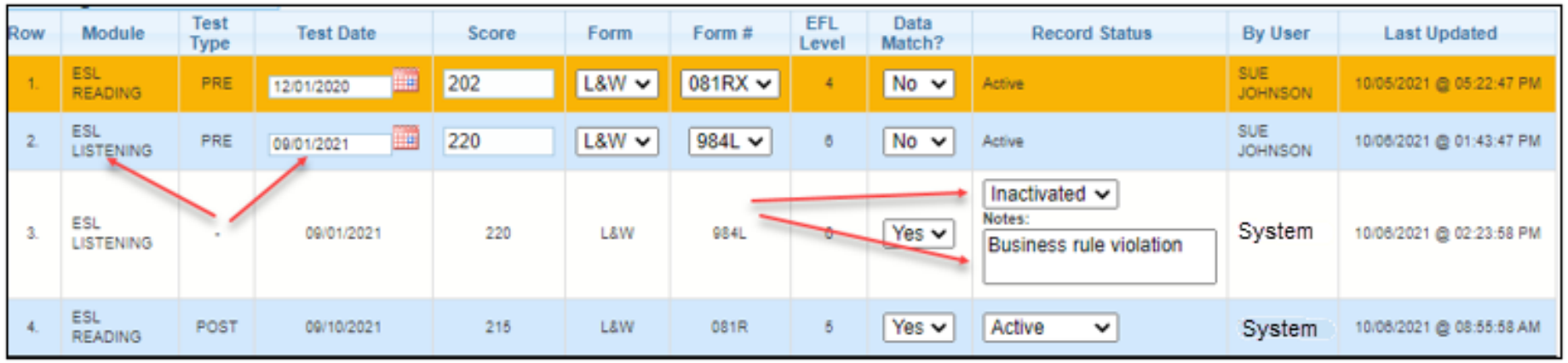
In this example, by inactivating the data matched Mathematics test the user is then able to manually enter a test to be saved.

Once a test is inactivated, it can be moved back to an Active status as long as it is compatible with the other saved tests.

Data Matched Assessments cont pt 3....

Data Matched Assessments matching as Inactive

If a match is found and is not valid, it will display but be automatically set to inactive. The Notes will indicate 'Business rule violation'.



Row	Module	Test Type	Test Date	Score	Form	Form #	EFL Level	Data Match?	Record Status	By User	Last Updated
1.	ESL READING	PRE	12/01/2020	202	L&W	081RX	4	No	Active	SUE JOHNSON	10/05/2021 @ 05:22:47 PM
2.	ESL LISTENING	PRE	09/01/2021	220	L&W	984L	6	No	Active	SUE JOHNSON	10/06/2021 @ 01:43:47 PM
3.	ESL LISTENING	-	09/01/2021	220	L&W	984L	6	Yes	Inactivated Notes: Business rule violation	System	10/06/2021 @ 02:23:58 PM
4.	ESL READING	POST	09/10/2021	215	L&W	081R	5	Yes	Active	System	10/06/2021 @ 08:55:58 AM

In this example, the ESL Listening test dated 9/1/2021 was manually entered. A data match was also found but inserted as inactive due to a duplicate test already existing. A program may choose to delete the manual test and activate the data matched test.

Data Matched Assessments cont pt 4....

Data Matched Assessments matching as Inactive cont...

Other examples of a data match inserted as inactive due to business rule violations:

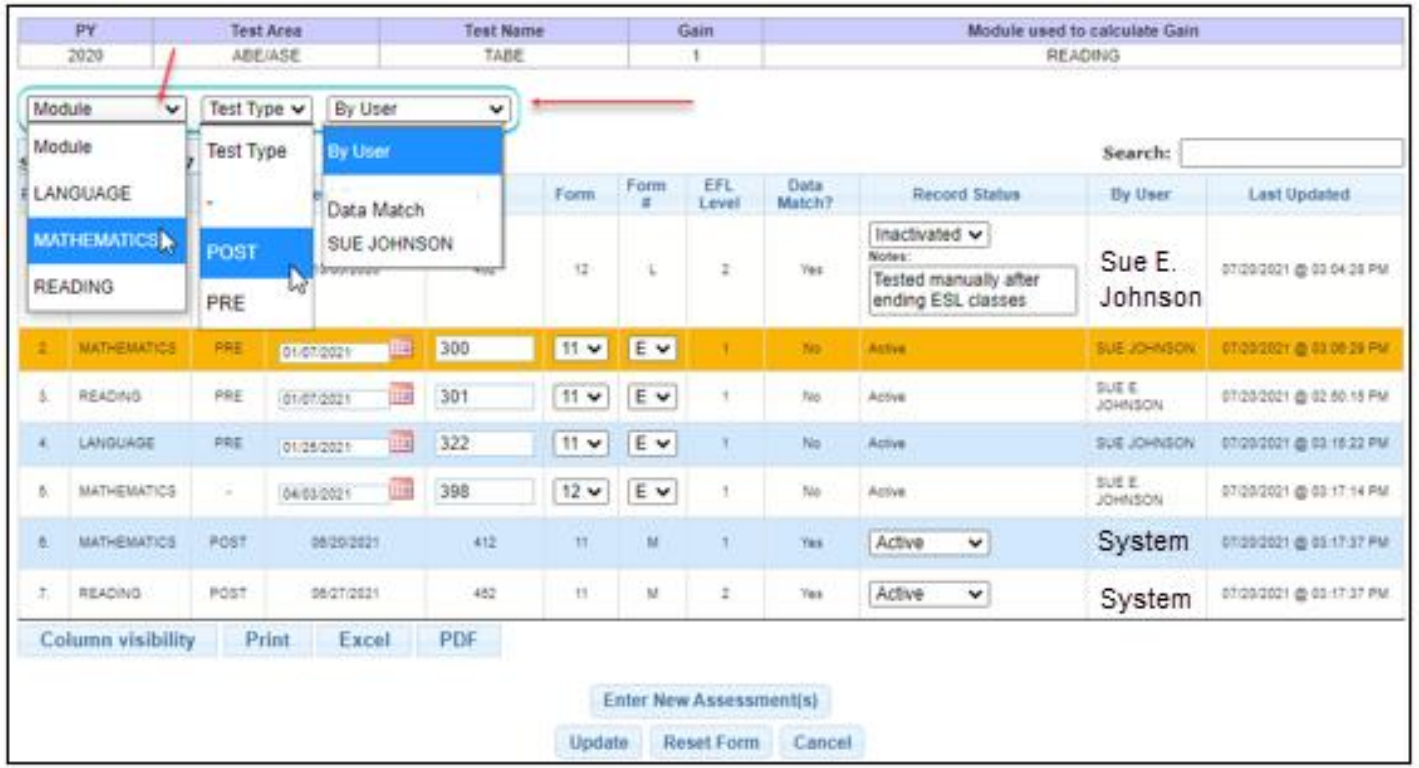
- All matched ESL pre-test modules are proficient
- Form or form number is not compatible with the previously assessed test in that module
- Insufficient attendance hours exists between tests
    - Once hours have been updated, the inactive matched test will automatically update to active the next business day

Note: If a data matched assessment is manually inactivated, the system will not attempt to reactivate it. However, if a data matched assessment is automatically inserted as inactive due to a business rule violation, it will automatically activate the next business day after the business rule is met.

Tools and Tips

Filtering Views

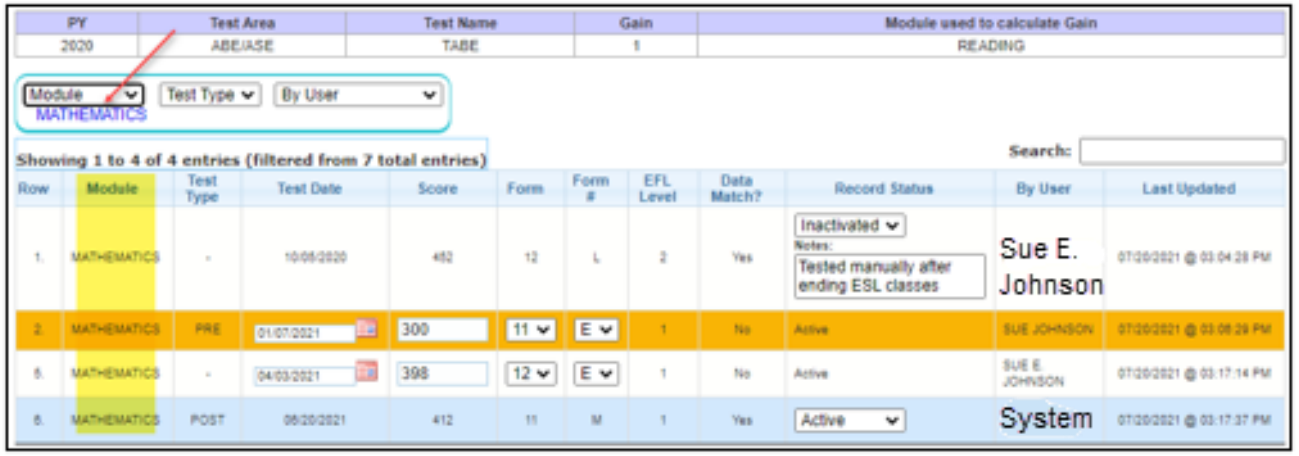
With the ability to enter/match multiple tests a year, it may be needed for a more refined view.
This can be done through using the filter tool to sort by a module, test type and/or user.



Select the filter(s) needed from one or more of the dropdowns.
Multiple filters can be selected among the dropdowns and/or within each dropdown list.

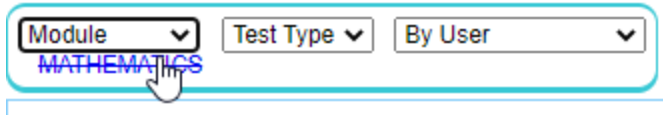
Tools and Tips cont....

Filtering Views cont....

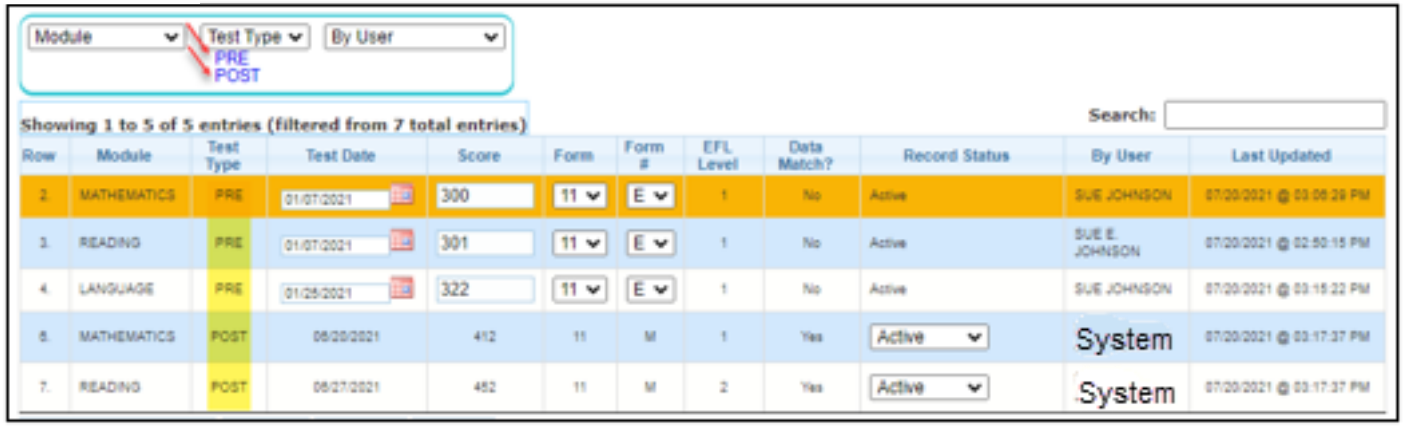


In this example, the assessments were filtered by the Mathematics module. Only the math assessments display.

To go back to the full list, hover over the selected filters and click the links



In this example, the assessments were filtered by the Pre and Post Test types.

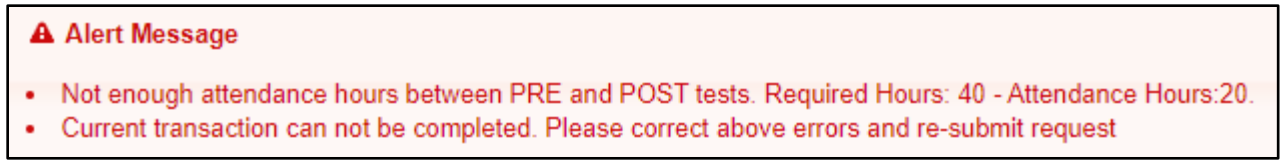


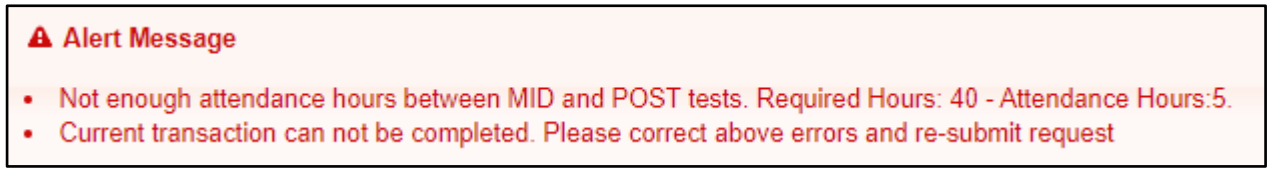
Tools and Tips cont pt 1....

Alert Messages

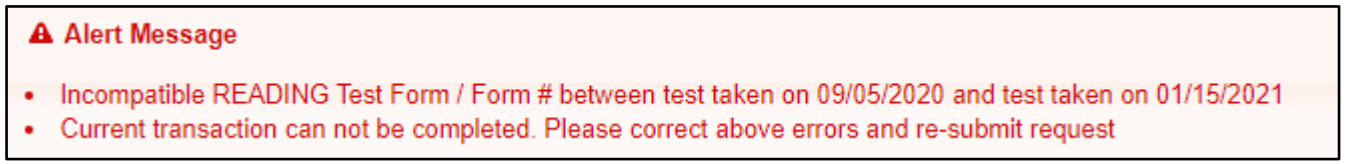
Read all alert messages carefully. Some possible messages may display as follows:

Not enough attendance hours:





Incompatible form/form #:



Tools and Tips cont pt 2....

Manual Entries

- Must follow the current program year's Assessment Policy
- Each test must have required attendance hours, in-range scores and compatible next test form/form numbers
    - Violating any requirements will provide an alert and will not save the entry
    - Read all Alerts carefully
- If saved assessments are manually activated/inactivated, deleted or have dates updated, the test type of Pre, '-' and Post will change accordingly

Tools and Tips cont pt 3....

Data Match

- Only online assessments dated within the program year will be eligible for a data match in that same program year

- The data match process will run in MAERS daily
  - The match will be done using the participant's first name, last name and date of birth
  - The daily process will look for matches for the previous 90 days
    - Enter all data monthly (registrations, class enrollments, attendance) so matches will be successfully processed to the participant records
      - ❑ Pulling the previous 90 days will allow programs to follow the Data Entry Policy. Example: The Data Entry Policy states data must be entered monthly. All September registrations and attendance should be entered by October 31st per the policy. By processing the data matches on a rolling 90 days, an online assessment given in September will still upload the day after the registration/attendance is entered in October.

Tools and Tips cont pt 4....

Data Match cont....

- The data match process will follow the current year's Assessment Policy
  - If a match is found but violates the policy or testers guidelines (e.g., not enough attendance hours, incompatible form/form #) the match will display but be set to Inactivated.
    - If attendance hours are updated within the 90-day data match window, the match will be automatically set to Active the next business day.
  - If a match is found but violates hard business rules (e.g., out of range score or a TABE test taken at another location but CASAS tests are already saved) the match will not display

- With data matching, assessments can easily be shared among programs
  - A program can choose to utilize the match or inactivate the matched assessment

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Labor and Economic Opportunity -
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