Ozarks Literacy Council

Project Description

The current data that the Ozarks Literacy Council had been collecting was not organized in a sensible format so that it may be presented to supporters, showing how money being received has been spent and where gaps lie, justifying additional funding. Additionally, the data that had been collected by the OLC that I evaluated and organized was in two separate formats, paper and electronic.

Initially, statistical details such as ethnicity, age and even income were not collected and reported from users. Once data collection was made to electronic forms, not only were these statistics added, but also the OLC decided to strive to collect and measure the goals of the learner on an annual basis which had never been done to date. By adding and measuring the learning goals of the users, the OLC was able to track the efficiency of the training the staff is receiving, and the materials being used in the tutoring, helping the OLC to track and meet their definition of literacy advocacy.

I hoped to rectify these gaps and provide a cohesive data management system that was in a usable format through secondary data analysis.

The Gaps

· No information management systemwas in place to organize collected data

· It was unknown which demographics needs were being met and which demographics needs were being missed

· There was no plan to organize information in a usable way for future use

The Process

· Created Macros based on Adult & Child Learner Data Forms

· Created Information Management System out of Macros to track Adult & Child Learner Data

· Entered Adult & Child Learner Data from 2015 into Information Management System

· Created graphs to show demographics discovered by Information Management System

· Used Graphs and Data to create a poster that will be used by sponsor in physical and digital form to acquire additional funding

Achievements This Past Year by OLC Learners

8 Youth Learners Reached Grade Level

9 Adult Learners Gained Employment

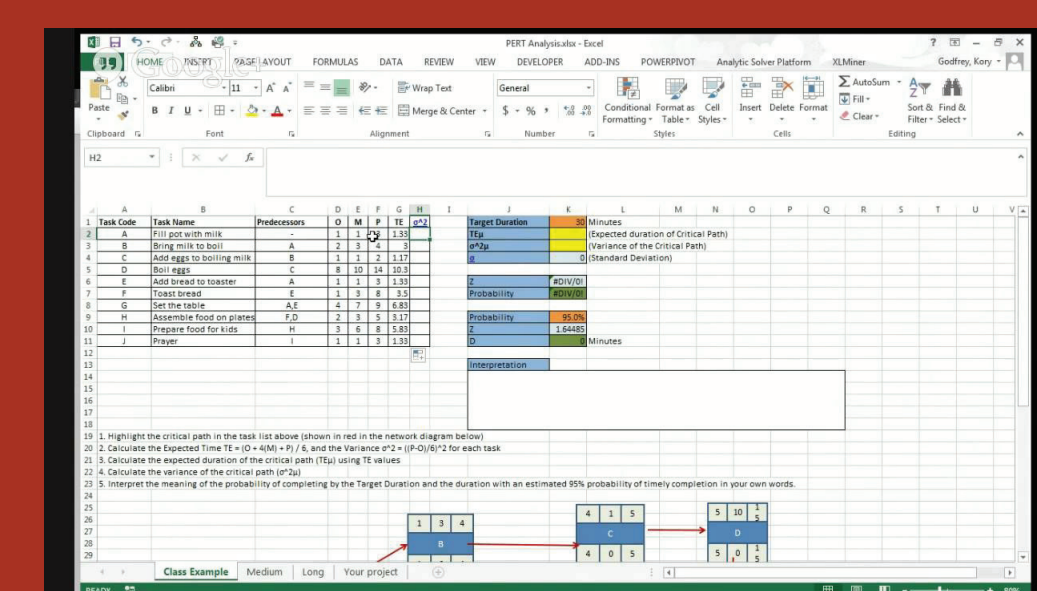**47** Learners Increased Their Confidence

24 Learners reached an Initial Goal

10 Adult Learners Improved Technology Usage

Immediate Impacts

· An Information Management System is now in place that will allow for consistant and accurate learner data tracking.

· Achievements by learners can now be shown in quantifiable numbers.

· Demographics of learners show where specialized attention is needed, supporting clearer and more authentic grant writing.

· The established Information Management System provides an ongoing plan to maintain accurate, cost effective, and stress-free information organization.

What's Next?

Use the Information Management System

Write New Grants

Government Grants