

Workforce Integrated Performance System

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RESOURCES

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WIPS Now Supports Gzip Uploads

What is a Gzip?

Gzips are a classification of zip file compressed by the standard GNU zip (gzip) compression algorithm. Gzip files contain a compressed collection of one or more files and are commonly used to reduce storage use and allow for easier transmission of large file sets across the internet. WIPS began accepting file submissions in Gzip format in January 2018.

How do I use a Gzip in WIPS?

The valid formats for an uploaded file in WIPS are a comma-separated values text file with an extension of ".csv", ".txt" or ".gz" (GNU Gzip compressed). If you are uploading a compressed file, the file must be compressed with a program, such as GNU Gzip (or 7-ZIP), that specifically creates a file with ".gz" extension. You **cannot** rename a file with a ".zip" extension to a ".gz" extension and upload the file successfully in WIPS. This will generate an "Invalid Format" error in WIPS. Additionally, WinZip cannot generate Gzip files; it can only open them.

The easiest way to create a Gzip file is using 7-Zip (download link: <http://www.7-zip.org/>). You can also download GNU Gzip here: <http://www.gzip.org/>.

Instructions for using 7-ZIP after you have installed it to create a Gzip file:

1. Right click on the file to compress
2. Select **7-Zip**
3. Select **Add to archive...**
4. Select **Gzip** Archive format
5. Click **OK**

WIPS Grouping Functionality

What is grouping in WIPS?

The grouping functionality allows each group member to view the generated reports of all grouped users. Groups can be created for users with a common combination of Program and State or Program and Grant Number. Currently, reports must be certified by the user that uploaded the file that generated the Report.

How do I create or modify a grouping in WIPS?

To create or modify a group in WIPS, please send an email to WIOA.Feedback@dol.gov with the following information for each desired member within your grouping:

- Is this a new or existing WIPS user?
- User's First Name
- User's Last Name
- User's Business Email Address
- User's Program(s)
- User's State or Grant Number

Questions?

If there are any questions or concerns about the information provided, please contact the WIPS Help Desk at WIOA.Feedback@dol.gov



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