Access a Self-Guided Tour of the
e-DECA Assessment and Planning System

The e-DECA system allows early childhood professionals and families to screen, assess and promote protective factors associated with resilience and healthy social and emotional development of Infants, Toddlers and Preschoolers. The comprehensive assessment and planning system supports professionals and families in building children's initiative, creating strong attachments, developing self-regulation skills and reducing problematic behaviors using strategies from the DECA Program. The system can be used to evaluate the impact of the DECA Program and ensure that children have the strengths they need to reach their highest potential. **Strategies are available for Infants, Toddlers and Preschoolers!**

Self-Guided Tour: Go to https://e-deca2.org/ and click the LOGIN button. Then submit these login credentials – Username is **e-DECA** and password is **Testing1!**

IMPORTANT: If you would like to try entering a rating yourself or use the data within the system, it is essential that you use the **"Sandbox Site"** and the **"Sandbox Group."** Failing to do so could make it impossible for others to test out the system.

User Name:	e-DECA
Password:	••••••••

Forgot Password?

Log In

Interested in learning more about using the system?
Please contact DCRC at (866) 872-4687 or DECA@devereux.org.

HOW TO Access a Single Rating Report

1. Go to *View Ratings/Reports* → *By Child*

2. For *Site*, be sure to select "DCRC." Then you may select whichever child you wish to view, OR you can just copy the selections shown below:
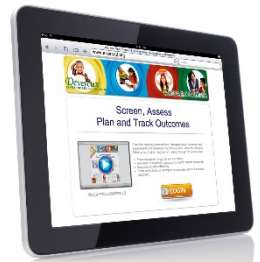

3. Once you select a child, choose "Select a Report" and from the *Assessment* dropdown menu, select the appropriate Assessment Type. For our selection shown above, we need to select the *DECA-P2*.

4. The next dropdown menu is where you will need to select "Single Rating." Once you do that, another dropdown menu will appear, and you can select whichever rating you want to view.

5. Once you hit "Submit," another window should open with your Single Rating Report! If another window does not open, please be sure to check your pop-up blocker settings for your browser.

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HOW TO Access DECA Strategies

1. Go to *e-DECA Management → Manage Children → Work with Existing Children*

e-DECA Home	Input Ratings	View Ratings / Reports	e-DECA Management	Help
		Welcome Page	Manage Children ▶	Create a New Child Record
			Manage Groups ▶	Work with Existing Children
		Welcome *Rudee Abello* to the Devereux Ass	Manage My Account	

2. Next, click on the button that says "Display All Children"
3. Choose a child, and click on "Select" underneath the column titled "Ratings"

32 Row(s)   Add New Child

Child Values

LName	FName	MName	Date Of Birth	External Id	Status	Ratings	Reports	Contacts	Update
Alleyne	Deb		03/01/2016		A	Select	Select	Select	📝

4. Then click on "Strategies" next to the Rating you want to review

Toddler Child Rating Values

Rating Date	Rating Period	Rater Name	Rater Type	Descr	AR	IN	SR	TPF	Options
2017/12/27	Pre	Alleyne, Pop	P	Raw Score	18	15	5	87	Edit Rating
				T-Score	28	31	28	28	
				Percentile	1	3	1	1	Strategies
				Description	N	N	N	N	
2017/12/27	Pre	Wade, Phoebe	T	Raw Score	54	35	18	153	Edit Rating
				T-Score	46	59	48	51	
				Percentile	35	82	42	54	Strategies
				Description	T	T	T	T	

5. You can now view all of the DECA strategies. Use the check boxes to select the desired strategies. At the bottom of the page, you can choose how the report is displayed: as an HTML or PDF file with Classroom, Home, or both types of strategies, and you can also select either English or Spanish! Please note that the report opens in a new window. If you do not see it, be sure to check your pop-up blocker settings for your browser.

Select the Desired Report Format: ⦿ Classroom and Home ○ Classroom ○ Home
Select the Desired Language for the document: ⦿ English ○ Spanish
Create an Html Document   **Create a PDF Document**

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Devereux
ADVANCED BEHAVIORAL HEALTH

HOW TO Access Other Useful Reporting Tools

Getting a Pre-Post Comparison: To see how a child's assessment scores have changed over time, click on *View Ratings/Reports → By Child.* Be sure all of the parameters match the picture below and then press the "Submit" button.

Getting a Group Profile: To see an entire group's score at a glance, click on *View Ratings/Reports → Group Profile.* Be sure all of the parameters match the picture below and then press the "Submit" button.

Try Out the System in Our Sandbox!

If you want to enter your own ratings or try something else, you are welcome to use the "Sandbox Site" and "Sandbox Group." To get there, go to *e-DECA Management → Manage Groups → Work with Existing Groups*.

	e-DECA Home	Input Ratings	View Ratings / Reports	e-DECA Management	Help
Select a Group			**Select a Group** Program: 1004- e-DECA Testing F	Manage Children ▶ Manage Groups ▶ ───────	Work with Existing Groups

Choose Site: **Sandbox Site** and Choose Group: **Sandbox Group**, and click "Submit."

Select a Site for which you wish to work with the Groups:

Choose Site: Sandbox Site ▾

Choose Group: Sandbox Group ▾

Submit

From the next screen, you can click "Select" under "Roster" to see all of the children in that Site and Group. Feel free to add a rating to one of the children already there OR add your own by clicking "Add New Child."

2 Row(s)   Add New Child
Display Children with Status: Active ▾ **Go**

Child Values

LName	FName	MName	Date Of Birth	External Id	Status	Ratings	Reports	Contacts	Update	Delete
Granger	Heather		12/05/2013		A	Select	Select	Select	📝	✕
Weasley	Donald		11/28/2013		A	Select	Select	Select	📝	✕

For more information on how to play in the Sandbox, visit any of our **Help** sections, which can be found at the top of any page within the e-DECA system. We highlight recommend the *Help → Video Demos* section as a way to learn that is more interactive than just reading the Instruction Manual.

Pricing & Purchasing: To start using the e-DECA, you will need to purchase an annual license as well as ratings. Ratings can be purchased By Assessment (flat fee per assessment) or By Child (flat fee per child). You can make your purchase here: http://bit.ly/2DIIyPG or from Kaplan Early Learning Company.

Required: **e-DECA Annual License, $249.95**	
By Assessment Ratings	Option #1 **- $1.00 per rating**
By Child Ratings	Option #2 **- $2.95 per child**