

**e-DECA 2.0**  
**www.e-deca2.org**

## **Introduction and Overview**



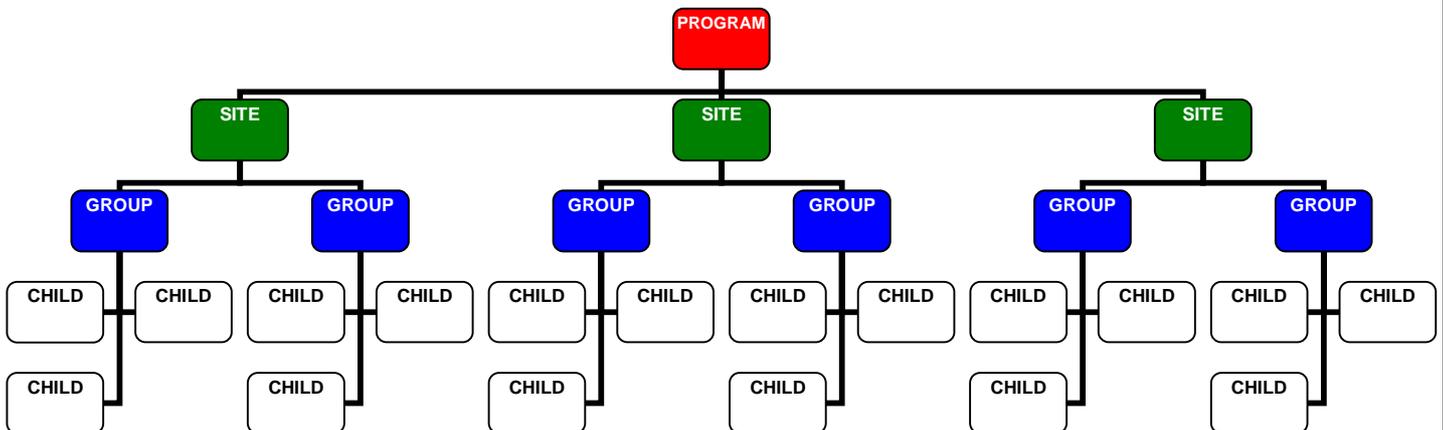
**May, 2010**

# e-DECA 2.0 ([www.e-deca2.org](http://www.e-deca2.org)) Welcome and Introduction

Kaplan Early Learning Company and the Devereux Early Childhood Initiative are delighted to announce the release of the e-DECA 2.0, the new web-based version of the Devereux Early Childhood Assessment. The e-DECA 2.0 application provides programs with the ability to administer, score, save and report on the infant, toddler and preschool DECA assessments on one database platform.

## Understanding the e-DECA 2.0 Hierarchy

As shown below, e-DECA 2.0 is set up in four levels, with Program as the highest level, then site(s), group(s) and children. It is critical to understand that however large or small a program may be, this hierarchy must be maintained. Therefore, a very large program may have multiple sites and multiple groups within each site whereas a very small program may have one site with one only one group in the entire program. Again, no matter the size of the program, children must be entered into the system and assigned to a group(s) and site(s) as appropriate. Program, Site, Group and Child are the set labels to define the four levels in the e-DECA 2.0 and were selected to appeal to a broad and diverse audience across disciplinary fields. Individuals in the education field may refer to groups as classrooms or children as students. These labels, however, must remain fixed and can not be edited. In addition, at this time additional levels can not be inserted into the program nor levels removed. If your program does not easily fit into this four level hierarchy, please email [deca@devereux.org](mailto:deca@devereux.org) to discuss before setting up your program.



## **Defining Your e-DECA Hierarchy & Establishing Staff Roles & Responsibilities**

When a Program purchases the e-DECA2.0, an individual at the Program must be designated as the Program Administrator. The Program Administrator is responsible for determining how a program will be created with respect to the four level hierarchy described above. In addition, the Program Administrator is responsible for determining the roles and responsibilities of staff as e-DECA 2.0 users.

A Program Administrator can choose (but is not required) to set up Site Administrators. By setting up Site Administrators, all of the responsibilities for overseeing the site can be delegated to that individual. In addition, Group Administrators can be created for those individuals responsible for their group (or classroom). Additional roles are available that allow for an individual to only input data (imputers) and allows for an individual to only view data (viewers).

Once the four level hierarchy is created, and the staff assigned their roles, children's names can be entered into the system so that their ratings can then be entered and scored. The e-DECA2.0 allows for ratings to be entered directly online by those individual assigned an ID and password to use the system. Alternatively, the system also allows for pdf downloadable forms to be printed out. Because parents are not provided with IDs and passwords to access the system, a paper form is typically provided for them to complete. It then becomes the responsibility of a staff member to input that data into the computer so that the web system can score the assessment results. Paper forms pdf downloads exist for the Infant, Toddler and Preschool record forms in both English and Spanish.

Once ratings are entered into the system and scored, the results can be viewed in different formats. Currently the reports available include:

- Single Rating Report
- Rater Comparison Report
- Pre-Post Comparison Report
- Parent Letter
- Group Profile Report
- Group Ratings List (an administrative report)

