



Access a Self-Guided Tour of the Conscious Discipline e-DECA System

About this partnership: Conscious Discipline and DCRC now offer a system to assess children's social and emotional health and resilience, monitor progress in your classroom, and customize strategies to promote resilience in young children.



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 Devereux Early Childhood Assessment (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!

For access, go to www.e-DECA2.org and log in using the credentials shown here.

Username

e-DECACD

Password

TestingCD1!

Log In

The following pages provide instructions for how to complete certain actions within the e-DECA. You are welcome to try them out, and you are free to explore as much as you can within this demo program.

Questions or issues? Contact decasupport@kaplanco.com.

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.

HOW TO Access a Single Rating Report

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



The screenshot shows a navigation bar with the following items: e-DECA Home, Input Ratings, View Ratings / Reports (highlighted), e-DECA Management, and Help. A dropdown menu is open under 'View Ratings / Reports', containing the following options: By Child (highlighted), Group Profile, and Group Ratings List. Below the navigation bar, a partial welcome message is visible: 'Welcome Susan Dar...' and 'Assessment Assistant.'

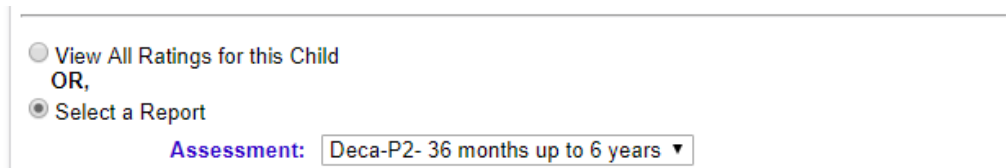
2. For *Site*, be sure to select “Park Ave.” Then you may select whichever child you wish to view, OR you can just copy the selections shown below:



The form contains the following fields and options:

- Select a Child for whom you wish to view ratings/reports:**
- Choose Site:** Park Ave (dropdown)
- Choose Group:** Room N (dropdown)
- Choose Child:** Smith, Dave, 02/06/2014, M (dropdown)
- OR
- Search by Last Name:** (text input) **Go** (button)

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*.

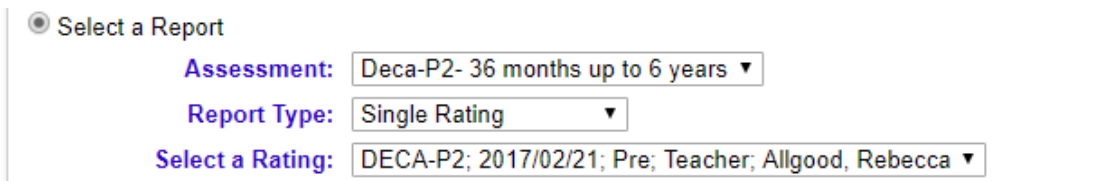


The form shows two radio button options:

- View All Ratings for this Child
- Select a Report

Below the options, the **Assessment:** dropdown menu is set to 'Deca-P2- 36 months up to 6 years'.

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.



The form shows the following fields and options:

- Select a Report
- Assessment:** Deca-P2- 36 months up to 6 years (dropdown)
- Report Type:** Single Rating (dropdown)
- Select a Rating:** DECA-P2; 2017/02/21; Pre; Teacher; Allgood, Rebecca (dropdown)

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.

HOW TO Access Conscious Discipline Strategies

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



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

62 Row(s) [Add New Child](#)

Child Values

LName	FName	MName	Date Of Birth	External Id	Status	Ratings	Reports	Contacts	Update
B.	Ava		12/10/2010		A	Select	Select	Select	

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

Deca-P2 Child Rating Values

Rating Date	Rating Period	Rater Name	Rater Type	Descr	IN	SR	AR	TPF	BC	Options
2015/07/01	Pre	Damico, Susan	T	Raw Score	32	18	22	147	13	Edit Rating
				T-Score	65	41	41	49	53	Strategies
				Percentile	93	18	18	46	62	
				Description	S	T	T	T		
2015/12/01	Post	Damico, Susan	T	Raw Score	33	33	24	178	11	Edit Rating
				T-Score	67	66	45	61	50	Strategies
				Percentile	96	95	31	86	50	
				Description	S	S	T	S	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! You can also just save a PDF in the system. 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](#) [Save PDF Document](#)

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.

The screenshot shows the 'View Ratings / Reports' page. At the top, there are navigation tabs: 'e-DECA Home', 'Input Ratings', 'View Ratings / Reports', 'e-DECA Management', and 'Help'. Below the tabs, the page title is 'Select a Rating/Report'. The main heading is 'Select a Child for whom you wish to view ratings/reports:'. Under this heading, there are several dropdown menus: 'Choose Site:' (Park Ave), 'Choose Group:' (Strategies Classroom), and 'Choose Child:' (J., Ryan, 06/18/2011, M). Below these is an 'OR' section with a 'Search by Last Name:' text box and a 'Go' button. Further down, there are radio buttons for 'View All Ratings for this Child' (unselected) and 'Select a Report' (selected). Under 'Select a Report', there are more dropdown menus: 'Assessment:' (Deca-P2- 36 months up to 6 years), 'Report Type:' (Pre-Post Comparison), 'Select a Rating-Pre:' (DECA-P2, 2015/07/01, Pre, Teacher; Damico, Susan), and 'Select a Rating-Post:' (DECA-P2, 2015/12/01, Post, Teacher; Damico, Susan). At the bottom of the form is a red '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.

The screenshot shows the 'View Ratings / Reports' page for a group profile report. At the top, there are navigation tabs: 'e-DECA Home', 'Input Ratings', 'View Ratings / Reports', 'e-DECA Management', and 'Help'. Below the tabs, the page title is 'Select a Group Profile Report'. The main heading is 'Select a Group Profile Report'. Under this heading, there are several dropdown menus: 'Choose Site:' (Park Ave) and 'Choose Group:' (Strategies Classroom). Below these is a section titled 'Choose the Options for the Group Profile Report:'. Under this section, there are several options: 'Record Form:' (Deca-P2- 36 months up to 6 years), 'Ratings:' (All Teacher Ratings selected, All Parent Ratings unselected), 'Rating Selection(s):' (Pre unselected, Mid unselected, Post unselected, All checked), 'Rating Year:' (2015-2016 05/02/2015 05/20/2018), and 'Date Range:' (Begin Date: , End Date:). At the bottom of the form is a red '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			Manage Children ▶	Work with Existing Groups
Program: 696- Conscious Discipline Tex			Manage 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:

Choose 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.”

28 Row(s) [Add New Child](#)

Child Values									
LName	FName	MName	Date Of Birth	External Id	Status	Ratings	Reports	Contacts	Update
Berridge	Caroll		06/09/2012		A	Select	Select	Select	
Cass	gini		12/14/2013		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 highly 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 either through [Conscious Discipline](#) or through [Kaplan Early Learning Company](#).

e-DECA Annual License, \$299.95		<i>Pricing last updated 2019</i>
By Assessment (Single) Ratings	Option #1 - \$1.50 per rating	
By Child Ratings	Option #2 - \$4.50 per child	