

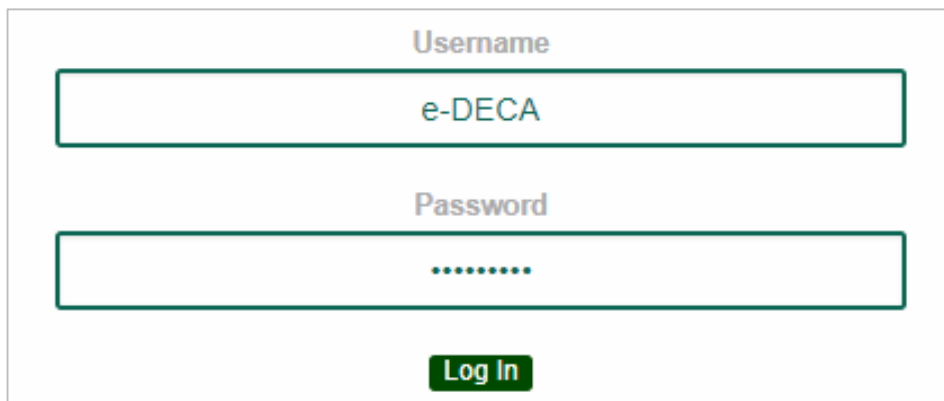
## Access a Self-Guided Tour of the Conscious Discipline & e-DECA Assessment and Planning System

**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 preschoolers.

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 Conscious Discipline. The system can be used to evaluate the impact of Conscious Discipline 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>. Then submit these login credentials – Username is e-DECACD and password is TestingCD1!

**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.



The image shows a login form with two input fields and a button. The first field is labeled "Username" and contains the text "e-DECA". The second field is labeled "Password" and contains a series of dots. Below the fields is a green "Log In" button.

Interested in learning more about using the system?

Please contact us at (866) 872-4687 or [DECA@devereux.org](mailto:DECA@devereux.org).

## 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, e-DECA Management, and Help. A dropdown menu is open under 'View Ratings / Reports', showing options: By Child, Group Profile, and Group Ratings List. Below the navigation bar, a partial welcome message is visible: 'Welcome Susan Dar...'.

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:



Select a Child for whom you wish to view ratings/reports:

Choose Site: Park Ave ▾

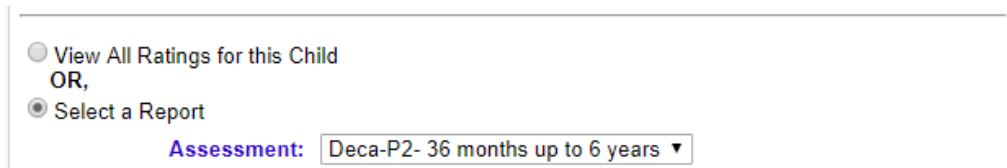
Choose Group: Room N ▾

Choose Child: Smith, Dave, 02/06/2014, M ▾

OR

Search by Last Name:

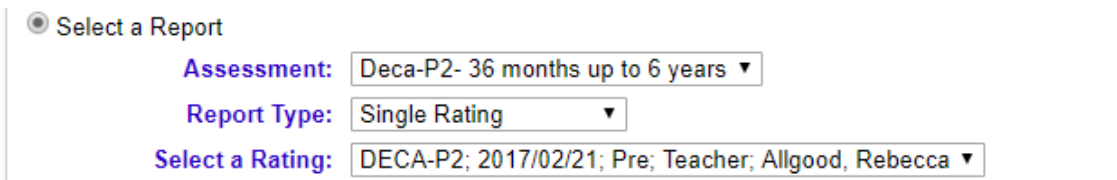
3. Once you select a child, choose "Select a Report" and from the *Assessment* dropdown menu, select the appropriate Assessment Type. For our selection shown above, we need to select the *DECA-P2*.



View All Ratings for this Child  
OR,  
 Select a Report

Assessment: 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.



Select a Report

Assessment: Deca-P2- 36 months up to 6 years ▾

Report Type: Single Rating ▾

Select a Rating: DECA-P2; 2017/02/21; Pre; Teacher; Allgood, Rebecca ▾

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.

Interested in learning more about using the system?

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## 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	<a href="#">Select</a>	<a href="#">Select</a>	<a href="#">Select</a>	

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	<a href="#">Edit Rating</a>
				T-Score	65	41	41	49	53	<a href="#">Strategies</a>
				Percentile	93	18	18	46	62	
				Description	S	T	T	T	T	
2015/12/01	Post	Damico, Susan	T	Raw Score	33	33	24	178	11	<a href="#">Edit Rating</a>
				T-Score	67	66	45	61	50	<a href="#">Strategies</a>
				Percentile	96	95	31	86	50	
				Description	S	S	T	S	T	

5. You can now view all of the Conscious Discipline 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.

Select the Desired Report Format:  Classroom and Home  Classroom  Home

Create an Html Document
Create a PDF Document

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## 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' section of the e-DECA system. The navigation tabs at the top are 'e-DECA Home', 'Input Ratings', 'View Ratings / Reports', 'e-DECA Management', and 'Help'. The main heading is 'Select a Rating/Report'. Below this, there are dropdown menus for 'Program: 696-' and 'Testing Program'. A 'Select' dropdown is set to 'By Child', with other options being 'Group Profile' and 'Group Ratings List'. The main form area is titled 'Select a Child for whom you wish to view ratings/reports:'. It contains three dropdown menus: 'Choose Site:' (Park Ave), 'Choose Group:' (Strategies Classroom), and 'Choose Child:' (J., Ryan, 06/18/2011, M). Below these is a 'Search by Last Name:' text input field with a 'Go' button. There are two radio button options: 'View All Ratings for this Child OR,' and 'Select a Report'. The 'Select a Report' option is selected. Under this option, there are four 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). A red 'Submit' button is located at the bottom of the form.

**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' section of the e-DECA system, specifically for a group profile report. The navigation tabs at the top are 'e-DECA Home', 'Input Ratings', 'View Ratings / Reports', 'e-DECA Management', and 'Help'. The main heading is 'Select a Group Profile Report'. Below this, there are dropdown menus for 'Program: 696- Conscious Discipline Testing Program'. The main form area is titled 'Select a Group for which you wish to view the Group Profile Report:'. It contains two 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:'. It includes a 'Record Form:' dropdown menu with options: 'Toddler- 18 up to 36 months', 'Deca-P2- 36 months up to 6 years' (which is selected), and 'DECA-C- 24 months up to 6 years'. There are two radio button options for 'Ratings:': 'All Teacher Ratings' (selected) and 'All Parent Ratings'. Below this is a 'Rating Selection(s):' section with checkboxes for 'Pre', 'Mid', 'Post', and 'All' (which is checked). The 'Rating Year:' dropdown menu is set to '2015-2016 05/02/2015 05/20/2018'. Below this is an 'OR' section with a 'Date Range:' section containing 'Begin Date:' and 'End Date:' text input fields. A red 'Submit' button is located at the bottom of the form.

## 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	<b>e-DECA Management</b>	Help
<b>Select a Group</b>			Manage Children ▶	<a href="#">Work with Existing Groups</a>
Select a Group	Program: 696- Conscious Discipline Te		<a href="#">Manage Groups</a> ▶	

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:

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**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	<a href="#">Select</a>	<a href="#">Select</a>	<a href="#">Select</a>	
Cass	gini		12/14/2013		A	<a href="#">Select</a>	<a href="#">Select</a>	<a href="#">Select</a>	

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 (<https://bit.ly/2DllyPG>) or through Kaplan (<https://bit.ly/2DbmdHE>).

<b>e-DECA Annual License, \$249.95</b>		<i>2018 Pricing</i>
By Assessment Ratings	<a href="#">Option #1</a> - \$1.50 per rating	
By Child Ratings	<a href="#">Option #2</a> - \$4.50 per child	