

DYCD CONNECT

PARTICIPANT TRACKING SYSTEM:

CSBG/NDA & Fatherhood Dashboard Navigation Guide



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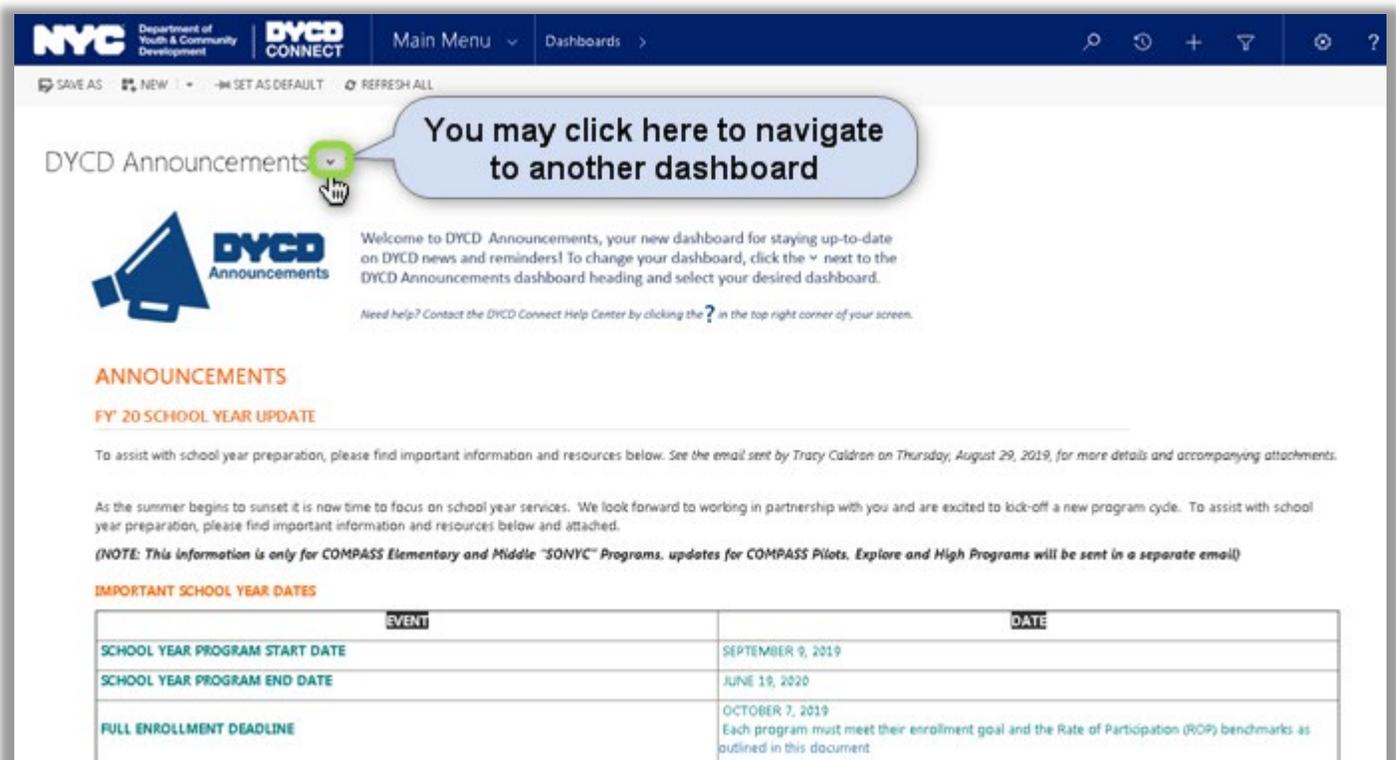
DYCD Connect Dashboards

DYCD Connect is a database used to track participants and evaluate provider performance. This data can be accessed by all team members on a workscope by directly navigating to sections of interest within the workscope or broadly through the use of System and Personal Dashboards. A DYCD Connect Dashboard is a visualization tool that gathers data of interest in components or sections of a page. Note that the Dashboards available may vary based on your Program Type and User Role.



Existing System Dashboards

Currently, there are three System Dashboards that were created by the DYCD IT teams for all providers. They are DYCD Announcements, CBO Dashboard and CBO PTS Dashboard.



DYCD Announcements displays data regarding Fiscal Year updates, useful program information, upcoming events and training dates. We recommend all programs set this dashboard as the default and check it frequently. You may do so by clicking on "SET AS DEFAULT" at the top of the page.

The CBO Dashboard focuses on showing a broad assortment of workscope data from both the Participant Tracking System and the Evaluation and Monitoring System.

There are six components where data is presented on this dashboard

You may click here to change any existing filters on the data you view within a component

Click here to refresh the data on your dashboard after updating your workscope

My Current Evaluations (CBO)

Bar chart showing Evaluation by Overall Rating:

Overall Rating	Count (All Evaluations)
(blank)	255
Far Below Sta...	135
Fair Above Sta...	180
Below Standar...	280
Meets Standar...	794
Above Standar...	1157

Search Results

Workscope Status	Workscope Name	Contract	C.	Provider
Released	776202-Adolescent Literacy-7/1/2019-6/30/2020	776202		CBO1
Released	776202-Adult Literacy - ABE/HSE-7/1/2019-6/30/2020	776202		CBO1
Released	776202-Adult Literacy - BENL/ESOL-7/1/2019-6/30/2020	776202		CBO1
Released	776202-Adult Literacy - NDA (ABE/HSE/Spanish HSE)-...	776202		CBO1
Released	776202-ESL Civics-7/1/2019-6/30/2020	776202		CBO1
Released	776202-NDA Immigrant Services-7/1/2019-6/30/2020	776202		CBO1
Draft	776202-Young Adult Literacy Program (YALP)-7/1/201...	776202		CBO1
Submitted	766600A-Adult Literacy - BENL/ESOL-7/1/2017-6/30/2...	766600A		Agudath Israe

Recent Submitted or Unlock...

No Incident Report records found.

My Open CAPs (CBO)

Evaluation	Status
EVL-036899	Approved & Sent to CBO
EVL-036862	Pending Meeting
EVL-036871	Sent to DYCD
EVL-036869	Sent to DYCD
EVL-036866	Sent to DYCD
EVL-036865	Sent to DYCD
EVL-036863	Sent to DYCD
EVL-036860	Sent to DYCD

Evaluations (CBO)

Evaluation Name	Evaluation Dat...	Overall Rating	Contract (Wor...	Program Site
Incident Evaluation - ...	4/17/2020		22694R	Test Site for Training
Training Eval 2	4/8/2020		12482R	Test Program
Training Eval 2	4/8/2020	Far Below Standard	22832R	Test Program Site
Training Eval 2	4/8/2020	Far Below Standard	68208R	Test Program Site
Training Eval 2	4/8/2020	Far Below Standard	42590R	Test Program Site
Training Eval 2	4/8/2020	Far Below Standard	28340R	Test Program Site
Training Eval 2	4/8/2020	Far Below Standard	28652R	Test Program Site
Training Eval 2	4/8/2020	Far Below Standard	32574R	Test Program Site

SAPs Requiring Response (CB...

Evaluation Na...	Evaluation Dat...	# of SAPs R
Training Eval 2	4/8/2020	
Training Eval 2	4/8/2020	
Test Eval for CB...	12/2/2019	
Test Eval for CB...	12/2/2019	
Test Eval for CB...	12/2/2019	
Test Eval for CB...	12/2/2019	
Test Eval for CB...	12/2/2019	
Test Eval for CB...	12/2/2019	

The CBO PTS Dashboard provides an overview of registrations in workscope on the Participant Tracking System.

Click here to refresh the data on your dashboard after updating your workscope

discoverDYCD Applications Pending Action (CBO)

No Registration records found.

discoverDYCD Applications Pending Action-OVERDUE (CBO)

No Registration records found.

Current In Progress Registrations (CBO)

Name	First Name	Mid...	Last Name	Registratio
REG-8138288940 - George Harrison	George		Harrison	Intake
REG-0516562529 - Fred Herbert	Fred		Herbert	Intake
REG-3115905105 - Ethan Jung	Ethan		Jung	Intake
REG-0925625334 - Noah Nickelson	Noah		Nickelson	Intake

Current Accepted Registrations (CBO)

Name	First Name	Mid...	Last Name	Registratio
REG-1199190087 - John Doe	John		Doe	Accepted
REG-0194501861 - John Lennon	John		Lennon	Accepted
REG-2508644952 - Edward Powell	Edward		Powell	Accepted
REG-4232788131 - Sophia Sterling	Sophia		Sterling	Accepted

Registrations by Status and Program

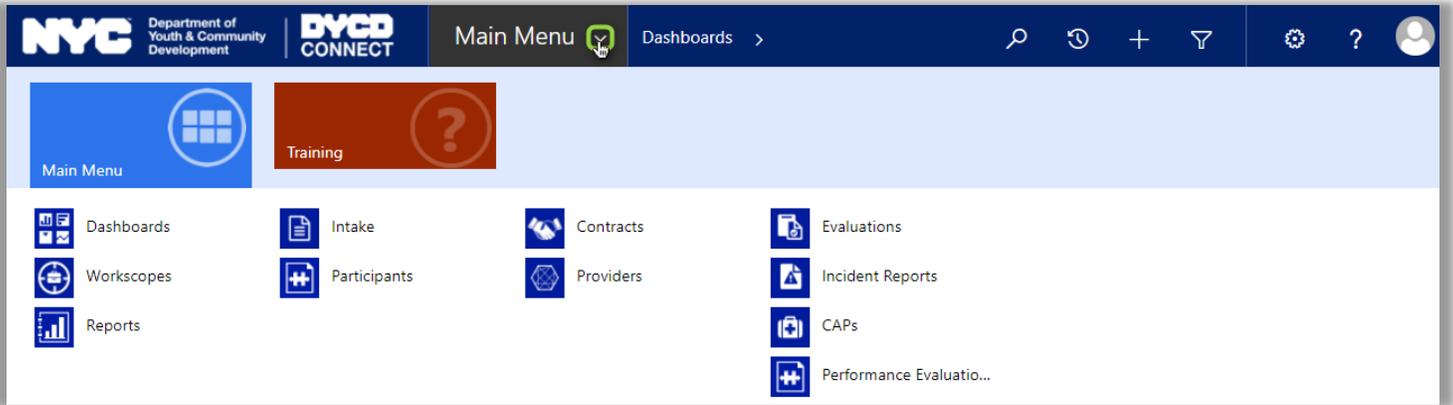
All Current Registrations (CBO)

Stacked bar chart showing Registrations by Status and Program:

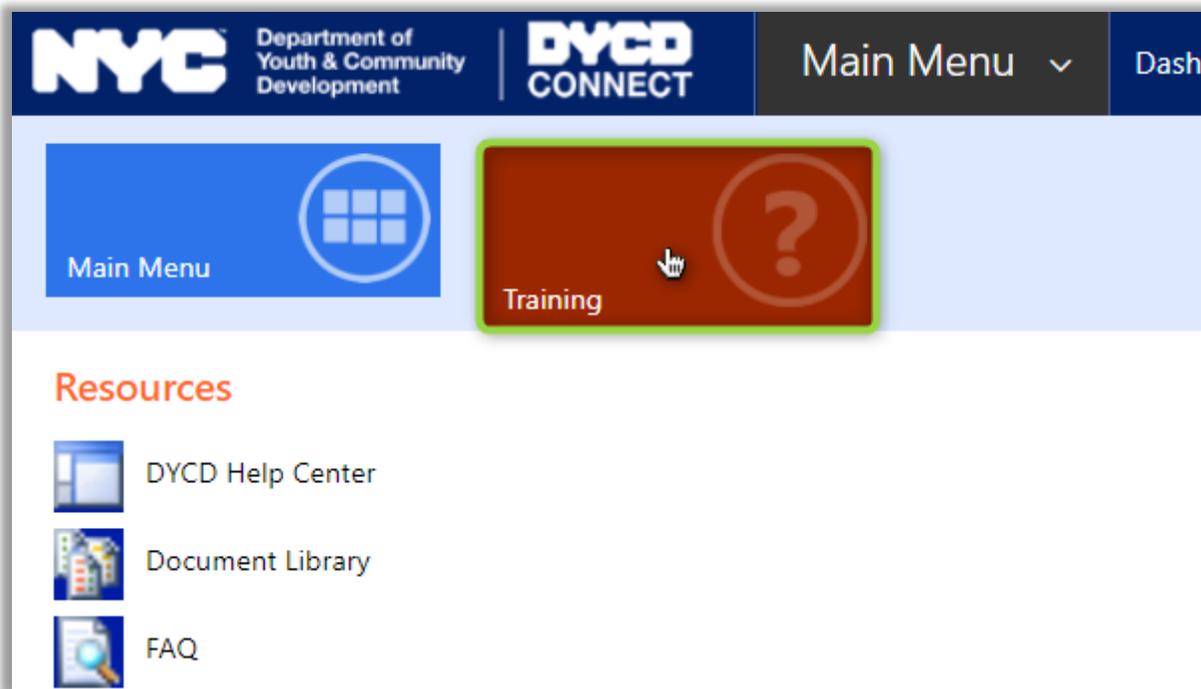
Workscope Program Site	Enrolled	In Progress	De-enrolled
Regional Enrichment...	1	0	0
GW School of Animal...	0	1	0
School Year - FY202...	1	2	1
School Year - FY202...	1	1	1
The Gina Mints Scho...	1	2	1

Navigation Bar

The Navigation Bar appears at the top of every page on DYCD Connect. It enables you to quickly view data for Workscopes, Reports, Intakes, Evaluations, etc. It will show data from all workscopes connected to your account.



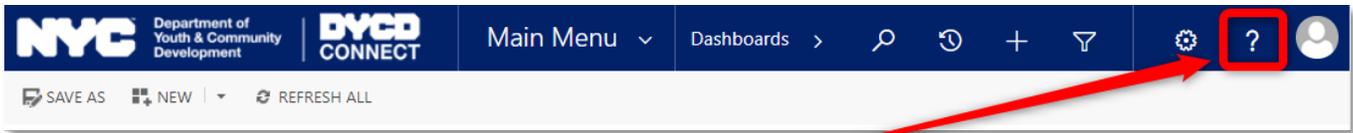
The options here can enable Provider Admins to view Evaluations after site visits for multiple programs or to run reports on a workscope to evaluate site performance.



Additionally, the Training section contains links to resources to assist users in completing all tasks on DYCD Connect.

DYCD Connect Help Center

If you have any questions or concerns, please submit a ticket or help request to the DYCD Connect Help Center. You may navigate to the Help Center directly from the banner at the top of DYCD Connect by clicking on the question mark as shown below.



Alternatively, you may submit a ticket through the [Help Center](#) on the DYCD Connect homepage.

DYCD RESOURCE CENTER

DYCD Connect is the main resource center to help organizations communicate and coordinate with the communities they serve.

- DYCD WEBSITE**
View DYCD's public website for information about our funded programs.
- CB CAPACITY BUILDING**
DYCD invests in building the capacity of nonprofit organizations as a strategy to help ensure that youth and families receive high-quality services.
- HELP CENTER**
Having trouble? Send a message to our support team through the Help Center.
- F.A.Q**
Read Frequently Asked Questions to learn more about DYCD Connect.

DYCD HELP CENTER

The DYCD help center is where you can find resources to help with the technical and operational issues you may come across. Here you can contact DYCD support directly or look into additional resources and guides that can help you move forward with your tasks.

first name Enter your first name **last name** Enter your last name

phone Enter your phone number **email** Enter your e-mail address

organization Select an Organization

program area Select a Program Area **program type** Select a Program Type

I am a DYCD employee

Select if you need operational or technical help:

NEED TECHNICAL ASSISTANCE?
If you are having a technical issue related to logging in, accessing your services, or experiencing a bug, contact the technical help desk

NEED OPERATIONAL ASSISTANCE?
Having trouble performing your existing operations using the new systems and tools within DYCD connect? Get in touch with a program specialist

Detailed Description:
Enter a detailed description