SSDAS Quick Reference

Logging into SSDAS

Go to our Website

http://abed.sd79.bc.ca/
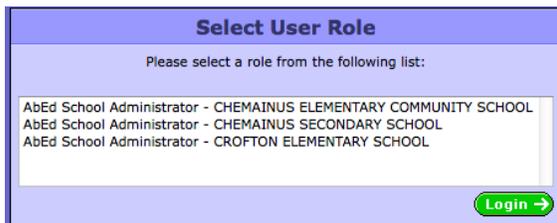
Select SSDAS from the Menu

Select Fill out Report

From the login screen enter your user name and password

If you have only one school you will be taken directly to your School District #79

If you have more than one school select the school you will the entering data for

Looking up or entering information on an individual student

Select the report Icon beside the student name.

This will bring up the report screen were you can access:

BCESIS Data: Contact information for the student.

USER DATA
Band of Origin:
Band of Residence:

Comments: Information to be shared with school team.
Service Culture and Language (CL)
Service Student Support (SS)
All services received by your students will appear in these boxes.
The most current services will appear first
Services can be added edited or deleted in this screen but they will most frequently be viewed from the student report screen

Documentation: a record of the compliance documents.

Print Forms
Class Schedules Service Reports & Self Identification Forms

Entering Services
Assign Multiple Students

The process for entering services is the same for an individual as it is for a group. This handout shows the process for a group.

1) Select **SS Services or CL Services**

2) Select Assign Multiple Student
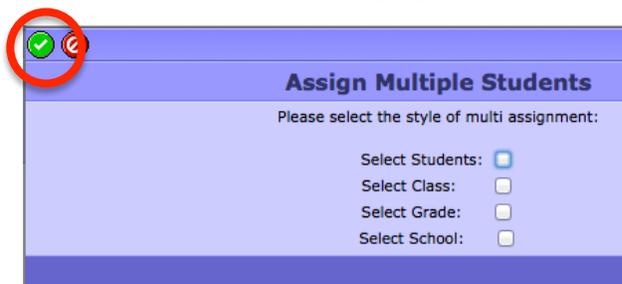*If you wish to do a individual student select the icon circled in blue*

3) Select the group you will be entering data for and select the Green checkbox
Students: Select individual students from the school list
Class: Selects from the classes defined at the School
Grade/School: are for large group events like assemblies

Service: click on the magnifying glass and Select from the list of Services (see attached description)

Activity Type: click on the magnifying glass and Select from the list of activity types
Class
Group
Individual
School

Frequency:
Is used if this is an ongoing and repeating service.
 Click on the magnifying glass and select the frequency of the activity
Daily Service
Weekly Service

Start Date:
Can not be left blank

End Date:
Same as start date if not repeating service
Can not be left blank

Duration in minutes:
Approximate length of service

Select the Green Checkmark in the top left corner when you are complete

Generating Reports

SSDAS is capable of creating very detailed reports this report is very valuable ensuring that all students receive service.

Service Count Report

Select the Reports Tab

1) Set the date you would like the report to start on.
2) Set the date you would like the report to end on
3) Set the style of report to Service Count
4) Select the Printer Icon

Student Service Count Report -
Printed September 12, 2013 12:27:27

Student	On Reserve	SS Service Count	CL Service Count
	Yes	6	0
	Yes	75	5
	Yes	14	47
	Yes	26	2
	Yes	26	1
	Yes	52	19