



A Quick Guide: Entitling Users to SED Monitoring System Ed Tech

Instructional Technology Plan 2018

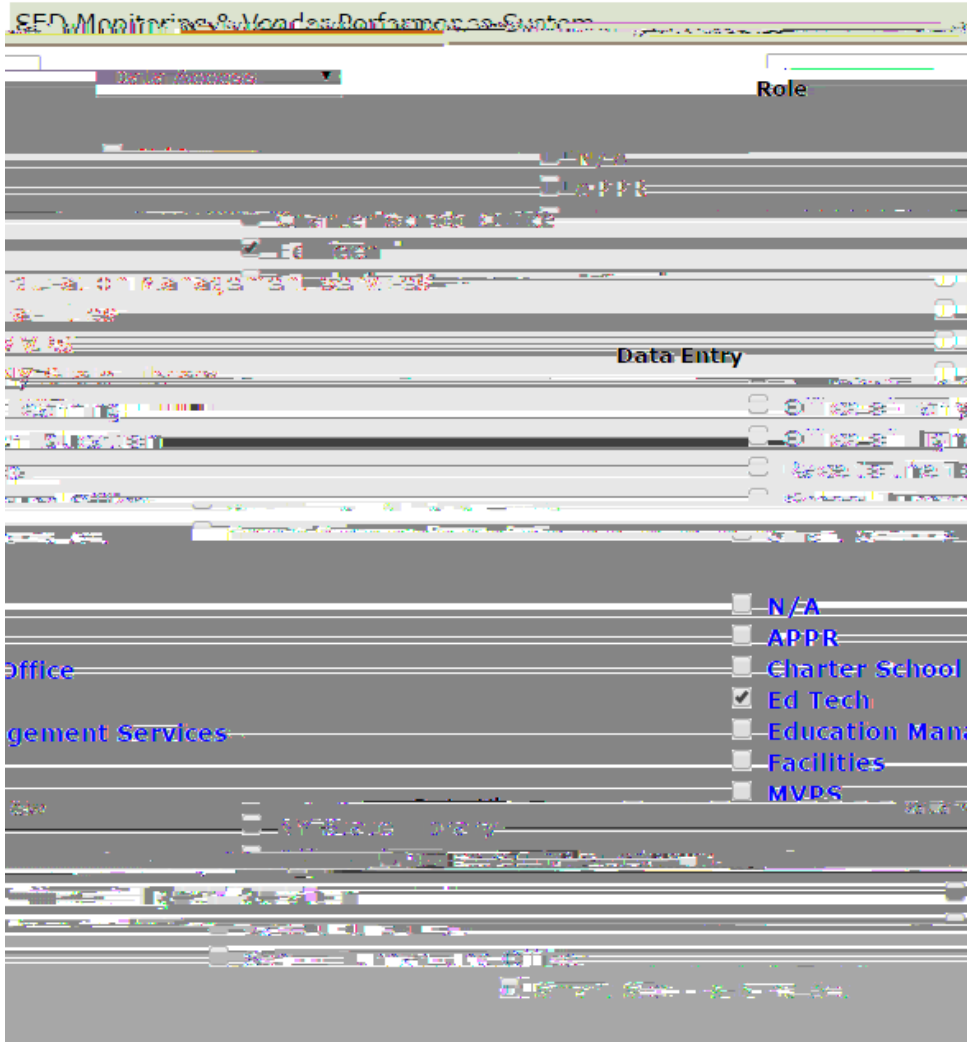
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Roles in SE

User Roles that exist in the State Education Department Delegated Account System (SEDDAS):

Section 1:
How a district EA or DA/EA can entitle another district user
for SED Monitoring & Vendor Performance System

Step 6: Choose a Role **Select 'Data Access'** from the drop-down menu next to



Section 1:
**How a district EA or DA/EA can entitle another district user
for SED Monitoring & Vendor Performance System**

Step 7: Select Data Entry access for each survey owner by selecting all appropriate boxes under the Data Entry section. If no Data Entry option is

Section 1:
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Completing the process:

Once appropriate selections are made in all sections, click Next. You will then be able to click Grant Access. The process will then be complete.

IMPORTANT:

You can verify the access granted right away by asking the person assigned to log on to the [business portal](#) to verify and confirm that they have access to the Ed Tech survey.

If you have any questions, please do not hesitate to contact NYSED at: edtech@nysed.gov or by phone at (518) 474-5461.