

Entering Environment Data in DAISEY



As a reminder, the Environment Profile section of DAISEY is for ***single session*** parenting programs that are typically provided to a group of caregivers. Examples include Triple P Seminars, Discussion Groups, Informed Workshops, Parent Cafés, play groups.

1. Log in @ <https://wprs.daiseysolutions.org/>
2. Select WPRS from the list:

Which initiative/organization would you like to enter data for?

Training - WPRS | Training - WPRS | Training - WPRS
| Initiative User

WI FRC - Agency Information | WI FRC | WI FRC |
Initiative User

  WPRS | WPRS | WPRS | Initiative User

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3. Select Environment Data on the left navigation list. Search Environment Data will appear underneath. Select Search Environment Data. A list of Environment activities will populate. In the “Environment Activities” grid, each row contains information specific to a form filled out for this environment profile:

Search Environment Data

10 records per page

Environment ID: Type

Environment Type





























































818-30044

Search Environment Data

Add Environment 

10 records per page

Search:

Environment ID	Type	Name	Organization	Program(s)	Status	Action
818-30044	Test Seminar	Test Seminar	Training - WPRS			     
818-30043	Library Level 2 Seminar 6.19.23	Library Level 2 Seminar 6.19.23	Training - WPRS			     
818-30042	Public Library Level 2 Seminar	Public Library Level 2 Seminar	Training - WPRS			     
818-30041	Test	Test	Training - WPRS		Active	     
818-30040	Parent Cafe 4.19.23	Parent Cafe 4.19.23	Training - WPRS			     
818-30039	Parent Cafe	Parent Cafe	Training - WPRS			     
818-30038	Library Level 3 Discussion Group 12.14.22	Library Level 3 Discussion Group 12.14.22	Training - WPRS			     
818-30037	9/26 Seminar	9/26 Seminar	Training - WPRS		Active	     
818-30036	September 1 Seminar	September 1 Seminar	Training - WPRS		Active	     
818-30035			Training - WPRS			     

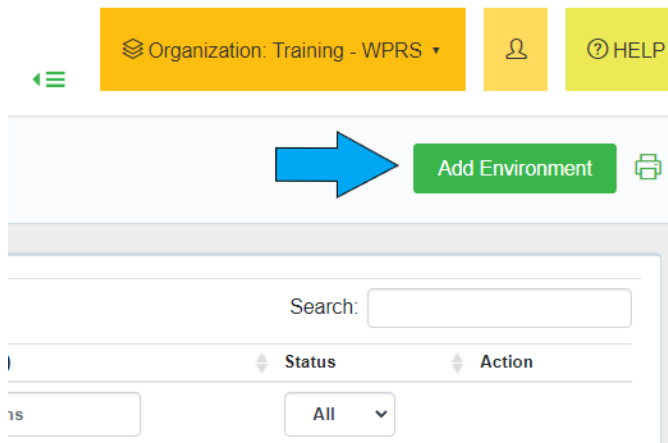
Showing 1 to 10 of 40 entries

First Previous **1** 2 3 4 Next Last

Description of Terms

- **Environment ID:** A DAISEY ID generated for this specific form
- **Activity Forms:** the name of the activity form entered
- **Activity Date:** the date the activity occurred
- **Organization:** the name of the organization of the user that entered data into the form
- **Status:** whether the form has been “Submitted” or is still “In Progress”
- **Action:** clickable icons allow users to perform certain actions:
 - View a form by clicking the magnifying glass icon—only an option for submitted forms
 - Edit a form by clicking the pencil icon—only an option for forms in progress
 - Revert a submitted form back to “in progress” for editing by clicking the arrow icon—not an option for Provider-level DAISEY users
 - Delete the form by clicking the trashcan icon.
 - View the “form history” by clicking on the paper icon (i.e. when edits were made and by which user).
 - Click the printer icon to print the completed activity form.

- Select Add Environment (green icon on upper-righthand side of the screen)



Organization: Training - WPRS ▾

HELP

Add Environment

Search:

Status Action

All ▾

- A blank Add Environment form will populate the screen. The form will ask for basic information about the single session program you are adding as an environment. Fill in all collected data. Any field with a red asterisk is a required field. DAISEY will not allow you to save or advance if a red asterisk field is left blank. Once all data is entered, click the green save button below the forms.

Add Environment
Create a new Environment record here

Environment ID:	<input type="text" value="X#"/>	Environment System ID:	<input type="text" value="X#"/>
Environment Name:	<input type="text" value="7.12.23 Seminar"/>	Active Status:	<input type="text"/>
Session Date: *	<input type="text" value="07/12/2023"/>		
Session Type: *	<input type="text" value="Level 2 Seminar"/>	Level 2 Seminar Topic:	<input type="text"/>
Funding Source: *	<input type="text"/>		
Parent Educator (First and Last Name): *	<input type="text"/>	Number of participants: *	<input type="text" value="##"/>
Focus Audience:	<input type="text" value="None selected"/>	Location:	<input type="text"/>

- Access [DAISEY's Data Dictionary](#) for more information about each field (Environment Activity definitions start on page 17).



- b. A completed new Environment Activity form will look like this:

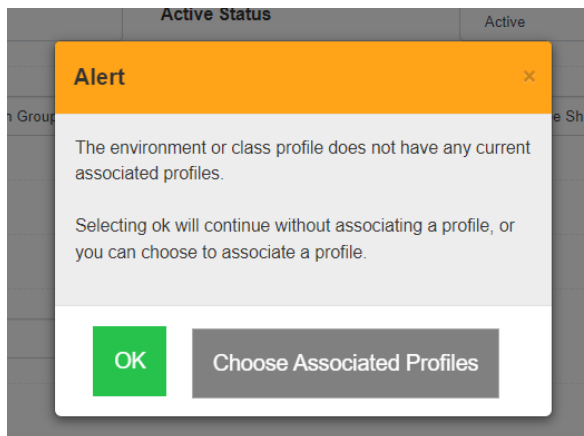
Add Environment
Create a new Environment record here

Environment ID:	X#	Environment System ID:	X#		
Environment Name:	7.12 Seminar	Active Status:	Active	Session Date: *	07/12/2023
Session Type: *	Level 3 Discussion Group	Level 3 Discussion Group Topic:	Hassel-free Shopping with CI		
Funding Source: *	Prevention Board				
Parent Educator (First and Last Name): *	Morticia Addams	Number of participants: *	44		
Focus Audience:	1 Selected	Location:	Library		

- c. Things to consider:

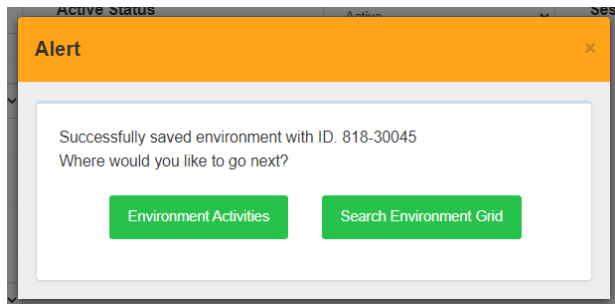
- Session Type: Some session types have multiple topics. If so, an additional field will pop up with the topic selection for each session. (i.e. if you completed a Level 2 Seminar, you will then select *which* Seminar you completed.
- Funding Source: if you are unsure, please contact your agency's Data Champion.
- Parent Educator: ****please be sure names are spelled uniformly / the same way each time.** For example, if Parent Educator Bruce Wayne sometimes capitalizes their name and sometimes doesn't, DAISEY will identify the different spelling/formatting as different individuals.

6. Once you save the Environment Activity, the following notification will appear on your screen. Click Ok*.








*If participants are added on the Family Profile section of DAISEY, clicking Choose Associated Profiles will allow you to attach that caregiver's information to the environment activity and associate specific forms and activities to the caregiver.

7. Click Environment Activities



- a. Environment activities are data forms that are attached to environment profiles. Within the “Environment Activities Page”, users can access available program forms for submission of collected environment-level data and view a history of saved or submitted forms. Forms available will vary between organizations. Note that not all organizations gather environment-level data.
8. The following forms are available for Environment Activities and will appear on your screen:
- a. **PAFAS- Environment Form:** tool used with parents to help measure and assess parental beliefs, feelings, and actions that can indicate the presence and strength of specific protective factors in a family.
 - b. **Participant Info, Triple P Discussion Group Satisfaction Questionnaire:** Provides basic demographics and is the same survey for all levels. Each level has a different, individualized satisfaction survey. Satisfaction surveys are completed at the end of programming sessions.
 - c. **Participant Info, Triple P Seminar Satisfaction Survey:** Provides basic demographics and is the same survey for all levels. Each level has a different, individualized satisfaction survey. Satisfaction surveys are completed at the end of programming sessions.
 - d. **Participant Info, Workshop Satisfaction Survey:** Provides basic demographics and is the same survey for all levels. Each level has a different, individualized satisfaction survey. Satisfaction surveys are completed at the end of programming sessions.
9. Click on the name of the activity form to add from the list of “Forms Available for Environment Activities

Forms available for Environment Activities	
PAFAS - Environment Form	
Participant Info, Triple P Discussion Group Satisfaction Questionnaire	
Participant Info, Triple P Seminar Satisfaction Survey	
Participant Info, Workshop Satisfaction Survey	
WI FRC Calculation Test	

10. The Forms you are required to fill out are based on the single session parenting program completed
- a. Triple P Level 2 Seminars (0-12, Stepping Stones, and Teen)



Seminars (0-12)	Seminars (Stepping Stones)
The Power of Positive Parenting	Positive Parenting for children with a disability
Raising Confident, Competent Children	Helping your child reach their potential
Raising Resilient Children	Changing problem behavior into positive behavior
Teen Triple P Seminars	
Raising Responsible Teenagers	
Raising Competent Teenagers	
Getting Teenagers Connected	

- i. The **Participant Information Survey** should be handed out, completed, and collected prior to beginning each Seminar.
 - ii. The **Parent Satisfaction Survey** should be handed out at the end of each seminar and collected as attendees are leaving.
 - iii. Optional: If you are facilitating the Seminars as a series (i.e.- participants expected to attend all sessions), then each caregiver could be asked to complete the PAFAS or the PAPF prior to the first seminar and again at the end of the series.
- b. Triple P Level 3 Discussion Groups
- i. The **Participant Information Survey** should be handed out and completed prior to or at the beginning of the Discussion Group.
 - ii. The **Discussion Group Satisfaction Questionnaire** should be handed out to each caregiver at the end of **each** Discussion Group and collected as the caregivers are leaving.
 1. Discussion Groups (0-12):
 - a. Discussion Group Topic 1: Dealing with Disobedience
 - b. Discussion Group Topic 2: Managing Fighting and Aggression
 - c. Discussion Group Topic 3: Developing Good Bedtime Routines
 - d. Discussion Group Topic 4: Hassel-free Shopping with Children
 2. Teen Discussion Groups:
 - a. Teen Triple P Discussion Group Topic 1: Getting teenagers to cooperate
 - b. Teen Triple P Discussion Group Topic 2: Building teenagers' survival skills
 - c. Teen Triple P Discussion Group Topic 3: Coping with teenagers' emotions
 - d. Teen Triple P Discussion Group Topic 4: Reducing family conflict
 - iii. Optional: If you are facilitating the Discussion Group as a series (i.e.- participants expected to attend all sessions), then each caregiver could be asked to complete the PAFAS or the PAPF prior to the first session and again at the end of the series.

c. Triple P Informed Workshops

- Balancing Work and Family
- Behavior at School
- Coping with Stress
- Toilet Teaching
- Supporting your Partner
- Tantrums
- Being Bullied
- Self Esteem

- i. The **Participant Information Survey** should be handed out, completed, and collected prior to beginning each Workshop.
- ii. The **Parent Satisfaction Survey** should be handed out at the end of each Workshop and collected as attendees are leaving.
- iii. Optional: If you are facilitating the Workshops as a series (i.e.- participants expected to attend all sessions), then each caregiver could be asked to complete the PAFAS or the PAPF prior to the first seminar and again at the end of the series.

d. Level 4 Group

- i. The **Participant Information Survey, PAFAS and PAPF** should be handed out and completed *prior to or at the beginning* of the **1st group session**.
- ii. The **PAFAS and PAPF** should be re-administered to each parent at the **end of the 4th group session** OR at the **last phone consult**.
- iii. The **Client Satisfaction Questionnaire** should be completed by each family member at the end of the 4th session. You are welcome to choose when it is best administered.
- iv. There are additional assessments available in the [Wisconsin Prevention Reporting System](#) (WPRS) and the Triple P site for Level 4. Use as needed for each family.

11. Once the form is completed, hit the Green Submit button at the bottom of the screen. If you are not ready to submit, please be sure to save your work.

12. Once submitted, an alert will appear that indicates data was submitted successfully.

13. DAISEY will redirect here:

Environment Activities for Environment : with ID : 818-30045

ID	Activity Forms	Activity Date	Organization	Status	Action
3667797	Participant Info, Triple P Discussion Group Satisfaction Questionnaire	07/12/2023	Training - WPRS	Submitted	
3667805	Participant Info, Triple P Discussion Group Satisfaction Questionnaire	07/12/2023	Training - WPRS	Submitted	

Showing 1 to 2 of 2 entries

First Previous **1** Next Last

- a. Each form associated with the session will appear as separate rows. You can utilize the green Action Items to edit, delete, view, and print each form.