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

Role	Permissions
Delegated Administrator (DA)	<ul style="list-style-type: none"> Create a user account Update a user account Disable a user account Reactivate a user account Reset user passwords
Entitlement Administrator (EA)	Entitle users to applications
Delegated/Entitlement Administrator (DA/EA)	<ul style="list-style-type: none"> Create a user account Update a user account Disable a user account Reactivate a user account Reset user passwords Entitle users to applications
Super Delegated Administrator (SDA) – (available only to Public School Superintendents)	<ul style="list-style-type: none"> Create a user account Update a user account Disable a user account Reactivate a user account Reset user passwords Entitle users to applications Create other DA, EA, and DA/EA accounts

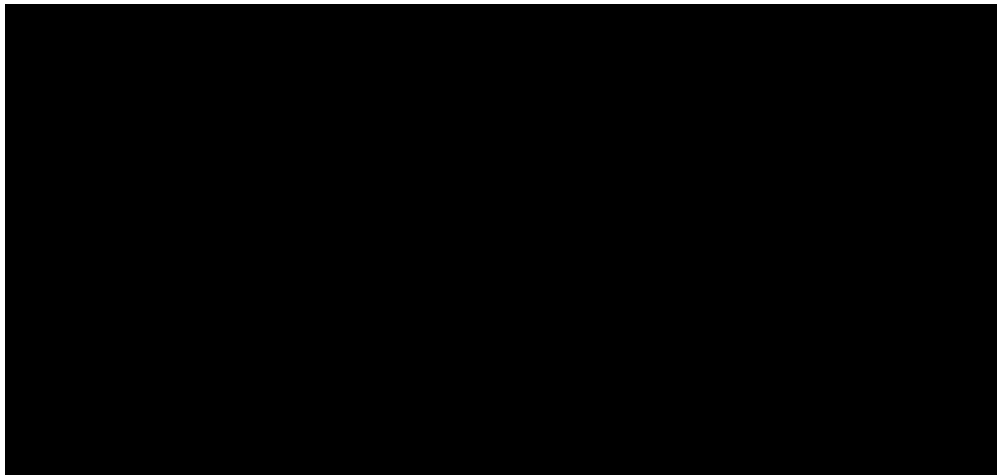
Section 1: How a district EA or DA/EA can entitle another district user for SED Monitoring & Vendor Performance System

Step 1: After logging into SEDDAS, use the menu on the left to select 'Entitlements'.

The screenshot displays the SEDDAS interface. At the top, a green banner says "Welcome". Below it, there's a navigation menu on the left with "Support" and "Reports" visible. The main content area shows a table of users. The "Search User" button is circled in red. The table has columns for Name, User ID, Position/Title, Institution, and Enabled status. A user named MARYELLEN, ELIA is listed with User ID 800000055504. Below the table, there's a section for "Applications *" listing "SED Monitoring & Vendor Performance System", "Delegated Account System", and "Vendor Accounts".

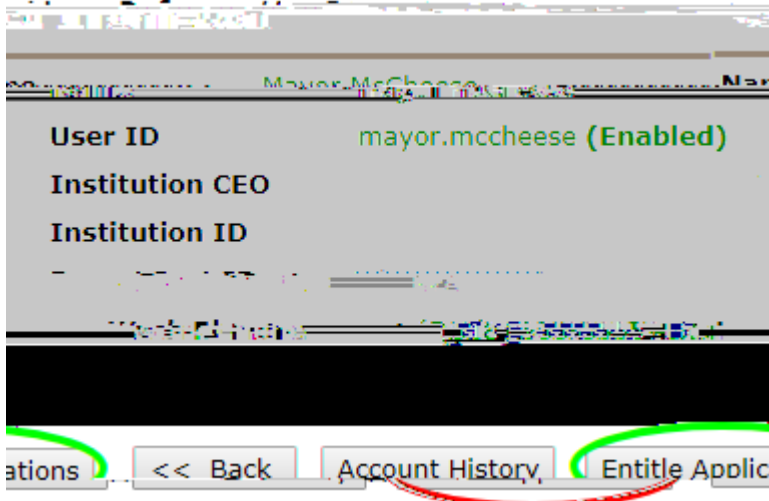
Step 2: Search for the desired user.

Step 3: Select the desired user and click the 'View Selected' button.

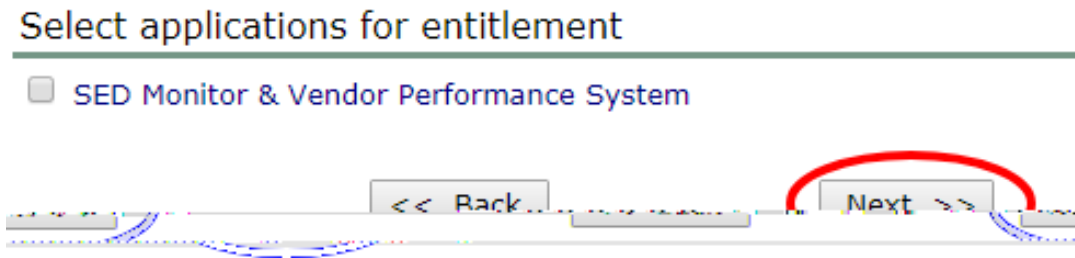


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(Continued)

Step 4: Select the “Entitle Applications” button



Step 5: Check the box next to “SED Monitor & Vendor Performance System”



Step 6: Click the ‘Next’ button.

**Section 1:
How a district EA or DA/EA can entitle**

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

Step 8: Select Data Entry access for each survey owner by selecting all appropriate boxes under the Data Entry section. If no Data Entry option is desired, please check 'N/A'.

SED Monitoring & Vendor Performance System

Data Access ▼

Role

N/A

APPR

Charter School Office...

MVPS

Data View

N/A

APPR

Charter School Office...

MVPS

Step 9: Select Data View access for each survey owner by selecting all appropriate boxes under the Data View section. If no Data View option is desired, please check 'N/A'.

SED Monitoring & Vendor Performance System

Data Access ▼

Role

N/A

APPR

Charter School Office...

MVPS

Data View

N/A

APPR

Charter School Office...

MVPS

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(Continued)

Step 10: Once appropriate selections are made in all sections, Click 'Next'

