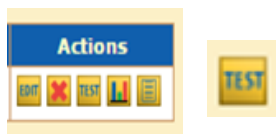


Checking for Matching Norms

Log in – BDI-2 Datamanager (not the MDS software program)

Search Child



Click on the “Test” box under “Actions”

On the Test page is a list of all the assessments that have been administered.

Examples:

This is matched **correctly** –

3/30/2017	-	BDI-2
7/6/2015	-	BDI-2

both assessments were done using BDI-2 (old) norms.

This is matched **correctly** – both assessments were done using BDI-2 NU (new) norms. Notice the entry assessment was conducted after October 1, 2016.

4/7/2017	-	BDI-2 NU
10/6/2016	-	BDI-2 NU

This is **not** matched correctly. The entry was done using old norms and the exit was done using new norms.

First Date	Retest	Norm
4/4/2017	-	BDI-2 NU
5/15/2014	-	BDI-2

Log in BDI2 Data manager and change the exit norm to BDI-2 so that it matches the entry.

Steps for fixing the error so that norms match:

Click on the date that is in red font. Select the date of the most recent. You will need to change the norm so that the latest (most recent) date matches the older date, first test given)

Scoring Method: Raw Scores Item Details

Norm Type: BDI-2 Norms BDI-2 NU Norms

Select the toggle for BDI-2 Norms to make the change.

Scoring Method: Raw Scores Item Details

Norm Type: BDI-2 Norms BDI-2 NU Norms

Click on Save at the bottom

Back **Save** **Delete** **Next**

www.bdi2datamanager.com says:

1. Only the selected (checked) domain(s) will be saved (norm selections will apply to all domains). Click on OK to save. Click on Cancel to change the selections.

OK **Cancel**

After clicking on **Save**, you will get a message box at the top of your screen.

Click on **OK**

OK

If you want to go back to the child’s test page to check that you successfully made the change, use the **Back** Back button at the bottom.

Do not use the back arrow in the top corner of your screen.