



MODULE 3 VIDEO 4 TRANSCRIPT: SETTING UP YOUR COST ANALYSIS: SITE INFORMATION

Hello and welcome to Module 3 Video 4.

In this video, I will be picking up from where we left off in Module 2 Video 6 with setting up our cost-effectiveness analysis of Reading Recovery vs. Fast ForWord reading.

You'll recall that we are using CAPCAT 1.2 Plus for the analysis.

And we talked through the information required in each of 4 tables in the Setup tab:

Table 1: Program Information

Table 2: Key Parameters

Table 3: Interest Rates

Table 4: Site Names - which is what we are focusing on here.

I showed you which default values we changed for our analysis in the first 3 tables.

As you begin the data collection phase of *your* study, you'll need to enter information on the actual study sites and numbers of participants in Table 4. A site is an entity that is using resources to implement the program, so it could, for example, be a classroom, school, district, region, or state.

This is what the table looks like to start with and the instructions above it tell you to overwrite the red text.

You'll probably revisit this table a few times throughout your study as participant numbers change or if study sites are added.

Here's our completed Table 4 for Reading Recovery (RR) vs. Fast ForWord Reading (FFW).

The 15 treatment schools - that is, the ones doing Reading Recovery - were labeled T1 through T15, and the 15 control schools that were using Fast ForWord Reading were labeled C1 through C15.

We have one row of information for each study site but I hid some rows to make this screenshot.

If you only have one site, you'll just be completing one row.

You'll notice that I added 2 extra columns for my own convenience where I could indicate how many Reading Recovery teachers and teacher leaders were at each school. But these kinds of customizations are totally optional.

Let's walk through a couple of the sites. In the top row, we entered the name of the first treatment school: T1.

In the next column, you use the dropdown to indicate Yes or No as to whether the site serves Treatment participants - so that's a "Yes" for School T1 - and then enter how many participants in the next column. Because 8 students at School T1 participated in Reading Recovery, I entered 8.

In the next column labeled "Control" you use the Yes/No dropdown to select whether the site serves control participants. We had no control students at School T1, so I selected "No".

Then, the next column should be zero as there are no "C" participants at this site. Note that, if you have a cross-over design with both treatment and control participants at a site, you still only need one row for the site.

The next column should auto-populate with the total number of participants at the site.

That's all you need to enter for each site and you repeat these steps until all sites are listed here.

I also have one row for the district office which isn't a regular site in this analysis because it serves no students directly, but it does use resources for implementing the 2 reading programs so it needs to be listed here.

Because the district office contributed resources to all the schools, you can see we indicated "Yes" for both treatment and control conditions.

But we listed 0 for participants as the students are already accounted for by the schools, so we don't want to count them a second time.

Once you are done, the Totals row above the table shows you the total number of participants in each condition.

As soon as you list a site in the Site Name tables, you'll be able to start entering ingredients data for that site. You can see here in the Personnel Tab that the first mandatory column you have to fill in is Site Name and here you'll use the dropdown to choose from the list of sites you entered in Table 4.

In the next video, I'll run through a few more optional setup items that you may want to take advantage of to customize the template for your study before you start to enter the cost data you are collecting in the ingredients tabs.