Collaborate Database Resources

Collaborate is a statewide database and information portal that many of SCCADVASA’s member organizations use to store and track data about clients, cases, and services provided. Collaborate is hosted by a technology company called Network Ninja.

Quick Resources:

- **Collaborate Test Site**
  Use this stage site to practice using Collaborate. Do NOT enter real case information here! This site is for testing and practice only.

- **Collaborate User Guide**
  This guide can answer most of your questions about Collaborate and how to use it. There is a table of contents at the beginning to help you locate the information you need.

- **Collaborate Reports Guide**
  This guide is specifically about reports and how to use them. It also includes a table of contents to help you find what you’re looking for.

Live and Recorded Training:

- **Network Ninja’s Live Training Schedule**
  This is where you can find and register for Network Ninja’s calendar of upcoming live training sessions. There is also an option to request a 30-minute individual session with one of their trainers on any topic.

- **Network Ninja’s Recorded Webinars**
  This is where you can find and watch Network Ninja’s previous trainings and webinars.

- **SCCADVASA’s Collaborate Training Part 1**
  This training session, recorded on November 4, 2021, introduces users to Collaborate and covers most features, such as creating new clients, adding services and notes to a case, and more.

- **SCCADVASA’s Collaborate Training Part 2**
  This training session, recorded on November 18, 2021, covers administrative tasks such as adding new staff, running reports, assigning clients to caseloads, and more.

How to Contact for Additional Support:

If you still have questions or need additional support, please log in to Collaborate, hover over the “Help” button on the right side of the screen, and select “Submit Support Request” to contact SCCADVASA and/or Network Ninja.