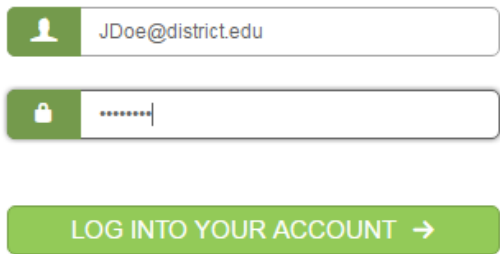
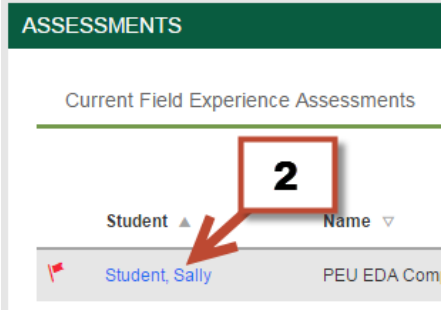
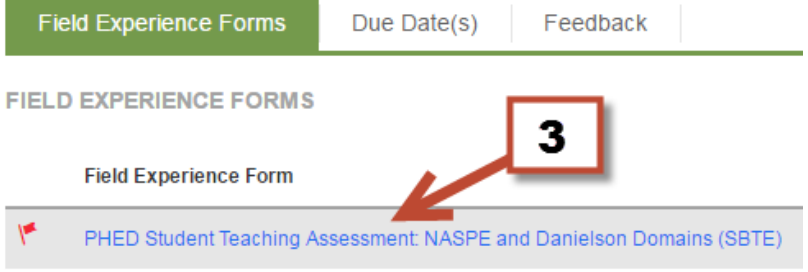
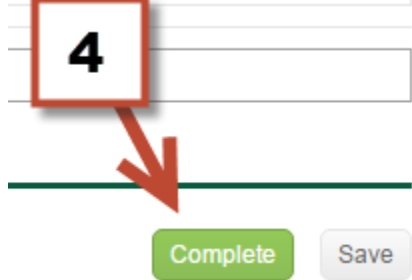


## School Based Teacher Educator Guide - Assessing Field Experiences

<p>1. Log into Tk20 at <a href="http://Brockport.tk20.com">Brockport.tk20.com</a></p> <p>Enter the username and password that was emailed to you, and click on the “LOG IN...” button.</p> <p>Note: if you do know your username or password, please contact Keith Nobles at <a href="mailto:knobles@brockport.edu">knobles@brockport.edu</a> or 585-395-2896.</p>	
<p>2. Click on the name of the student that you want to assess.</p>	
<p>3. To begin the assessment, click on the title of the field experience form(s). It will be on the right side of the screen. There should be a small red flag next to its title.</p>	
<p>4. The assessment will appear on the right side of the screen. Use the buttons and comment boxes to assess the student. When you are finished, scroll to the bottom of the page and click on the “Complete” button.</p> <p>Note: Please ignore the “score” column and grade box</p>	
<p>5. After you have completed the assessment form(s), you may click on the “Submit” button in the top right corner of the screen. However, we still receive “Complete” or “Saved” assessments, so you do not necessarily need to click “Submit”.</p>	