

## SLO-Uploading Artifacts: Quick Sheet

### Educator Effectiveness Plans on Teachscape

#### Steps-

- Go to <https://mps.teachscape.com/mps/login> using Google CHROME
- Select Reflect Tab
- Educator Effectiveness Plan (EEP) SLO
- Scroll down to FINAL SLO SCORE
- Find Artifact Portfolio-Teacher > push on START
- Select Upload Artifact
- Pick a file and click on the document
- Select Open
- Select Edit (only if you need to change its name and/or add a brief description)
- Select Save
- Save and Finish Late
  - If you select SUBMIT- talk to your evaluator to "request revisions"

## SLO-Adding Evidence: Quick Sheet

### Educator Effectiveness Plans on Teachscape

#### Steps-

- Go to <https://mps.teachscape.com/mps/login> using Google CHROME
- Select Reflect Tab
- Educator Effectiveness Plan (EEP) SLO
- Scroll down to SLO #1 (Self Scored)
- Find Evidence for SLO #1 (Self Scored)
- Select Open or Start
- Type in Box your evidence
- Select Add
- Select Tag
- Check box for Overall SLO Score
- Check box for SLO #1
- Select Save
- Select Save & Exit
- Select Save & Exit (again)

**\*Use Quality Indicator Language\***

**Sample Evidence Descriptions**

- The artifact Scoring Sheet for my SLO #1 is a spreadsheet I created to enter scores to make analyzing trends easier. As of 11-4-14 I have a baseline score and 2 formative assessment scores that focus on the sub-category of the writing standard 1.
- The artifact formative assessment lists the types of activities students will be doing that support the sub category (support claims with clear reasons and relevant evidence, using credible sources and demonstrating an understanding of the topic and text) of WS1.
- The artifact Rubric Assessment shows the criteria for scoring the prompt. The rubric will be used for all formative and summative assessments.
- I gave students a baseline assessment that indicates their ability to write arguments to support claims with clear reasons and relevant evidence the third week of school. Of my 40 students 5 students scored proficient.

**Examples of Artifacts**

*Documentations of assessments and other data measures used to determine progress towards educators goal*

**(Word documents, PDF, Powerpoints, Videos, photos, etc)**

- **Chart Listing** (excel spreadsheet)
- **Rubrics**
- **Sample Assessments**
- **Student Work**
- **Lesson Plans**
- **Schedule of formative assessments**
- **Other**