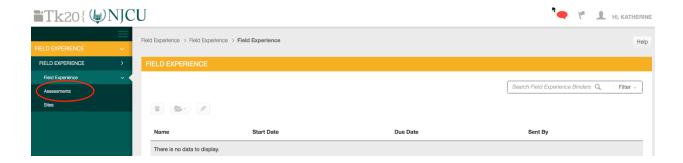


Navigation Guide (Clinical Supervisor)
Assessing a Clinical Experience_Clinical Supervisor

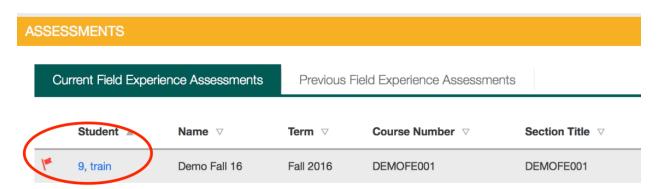
ASSESSING a Clinical Experience_ Clinical Supervisor

Getting Start

1. Click on **Field Experience** in the sidebar, then **Assessments**.



2. Click on the **name of the student** whose binder you want to assess. Use the search function as needed.

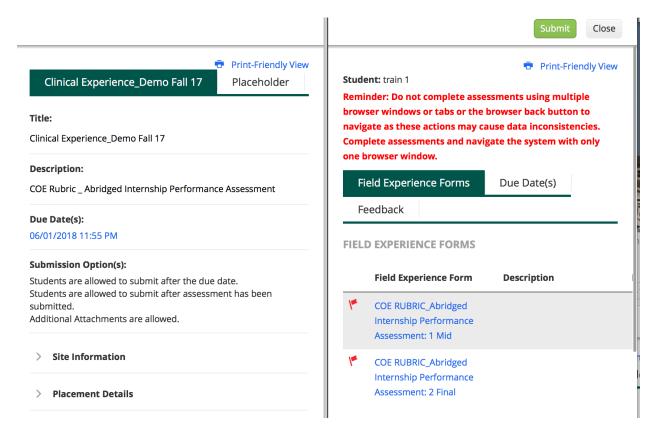




Navigation Guide (Clinical Supervisor)
Assessing a Clinical Experience_Clinical Supervisor

Split Screen View

- 1. On the left you will be able to view the binder description, due dates, site placement information standards, and student submissions. You will be able to review and assess portions of the student's work.
- 2. You can click the arrow buttons to expand or contract either side while you work.
- 3. On the right, you will be able to view the binder's assessment tool(s) grant due date extensions and provide additional feedback.

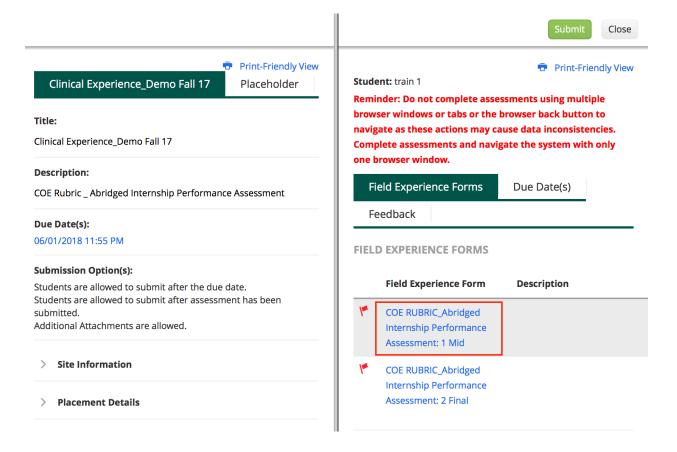




Navigation Guide (Clinical Supervisor)
Assessing a Clinical Experience_Clinical Supervisor

Assessing Student Clinical Experience

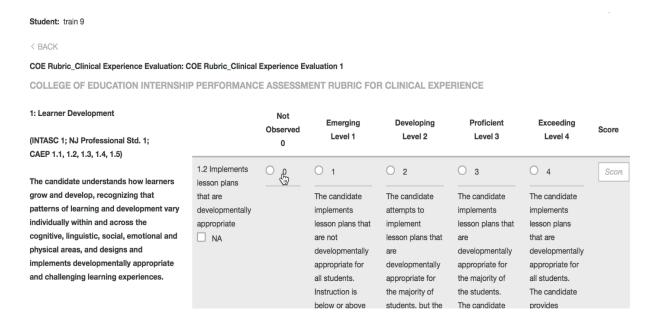
1. Click on the **Field Experience Forms** available in the right side of the screen to complete assessments of your student.





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2. Complete the assessment by selecting the radio button for each criterion within the traditional rubric, as well as any additional questions.





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Assessing a Clinical Experience_Clinical Supervisor

3.	You will have the opportunity to enter a narrative summary and records the student's attendance					
Narrative Summary:						
Attondone	and Duncturality					
	e and Punctuality ng teacher please indicate the total number of times your clinical intern has been late or absent					



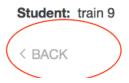
Navigation Guide (Clinical Supervisor) Assessing a Clinical Experience_Clinical Supervisor

- 4. After you have completed the form, choose on of the following actions:
 - a. Save: save work and return at a later time,
 - b. **Complete**: mark the assessment as complete and return to the previous screen.



Using the Back Arrow

1. The **back arrow** will bring you back to the initial assessment page.





Navigation Guide (Clinical Supervisor) Assessing a Clinical Experience_Clinical Supervisor

2. Here you will notice that the assessment is complete.

Fi	eld Experience Forms	Due Date(s)	Feedback			
FIELD EXPERIENCE FORMS						
	Field Experience Form		Description	Last Update		
	COE RUBRIC_Abridged Internship Performance Assessment: 1 Mid			08/25/2017 04:56 PM		
1	COE RUBRIC_Abridged Inte	•				

Editing the Due Date

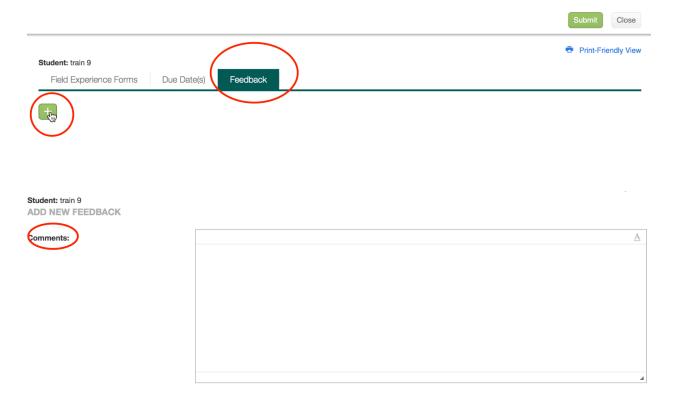
3. You will see a **Due Date Tab**, allowing you to change the due date. This action is not recommended as the due date is set by the University.



Navigation Guide (Clinical Supervisor)
Assessing a Clinical Experience_Clinical Supervisor

Providing Feedback

- 1. Click on Feedback Tab
- 2. Click on Add button



- 3. Add comments and provide feedback as needed.
- 4. When finished click Add and then Submit.