



Metropolitan School District of
WASHINGTON TOWNSHIP
"Superior Schools in a Supportive Community"

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MSDWT Evaluator Brief
January 9, 2014

MSDWT Evaluator Training "School" Now Live!

Standard for Success has set up a "school" in the system. When you login as an evaluator, you will now be able to access the school titled MSDWT Training.

We will be using this Training School to script and score videos that we have uploaded to Safari Montage. In fact, for our next evaluator training, I will be assigning **homework** to evaluators. The homework will ask you to evaluate Beginning Teacher Module 1, Chapters 2 & 3. If you wish to get started early, please feel free.

You will also see some other modules listed in Standard for Success (as "teachers" in the Training School) to script and score. Thanks to April Tuason and Jeff Miller for screening the videos below.

Video (Teacher Name)	Subject	Notes
Module 1 (2,3)	Beginning Teacher - Biology 10 th Grade	
Module 15 (2)	Beginning Teacher - Earth Science 10 th Grade	
Module 8 (2,3)	Beginning Teacher - English Lit. 10 th Grade	
Module 11 (2,3)	Beginning Teacher - Language Arts 8 th Grade	
Module 2 (Intro, 2)	Experienced Teacher - Literacy (English Language Development) 1 st Grade	

If you wish to use both Safari Montage and Standard for Success with evaluators in your building, to use your own customized videos, or to collaborate with evaluators of the same level (i.e. Elementary, Middle, High) you have that option as well.

We can assign the names of videos (as "teachers" within the Training School) to any number or combination of evaluators. For example, if the high school department chairs wish to evaluate some videos, just as a high school team, we can create a "teacher name" or video name within the Training School and assign that name only to high school department chairs.

Included in the attachments with this week's Evaluator Brief, you will find instructions for accessing the SFS Training School.

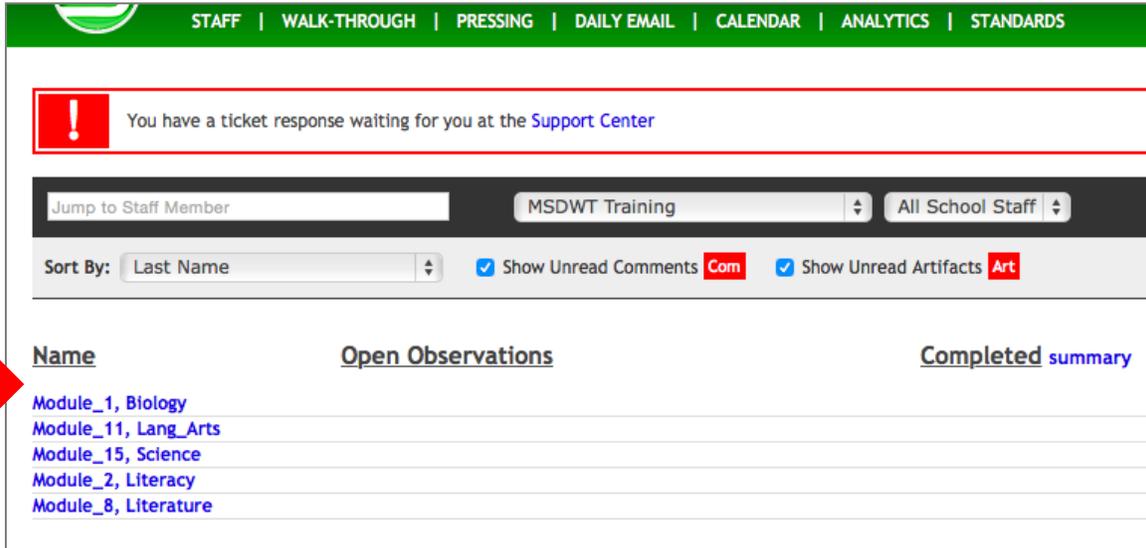
Work with Seth Hamilton to assist with videos in Safari Montage, and work with Dr. Milleman or Mr. Kneebone on the assignment of "teachers" within Standard for Success.



MSDWT Evaluator Accessing the Training School

Instructions for Accessing the "Teacher" in Standard for Success

When District Admin log into SFS, select "Staff", then select the specific building "MSDWT Training", they will then see the faux users. See below.



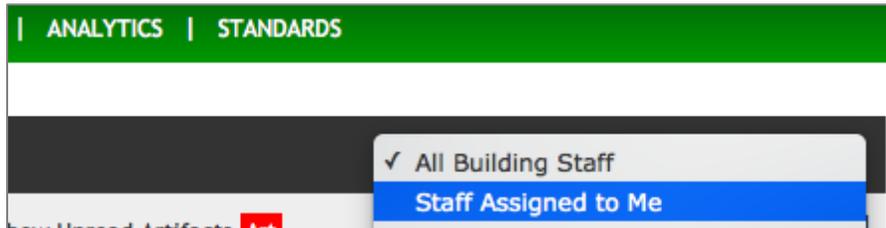
The screenshot shows the SFS interface with a green navigation bar at the top containing links for STAFF, WALK-THROUGH, PRESSING, DAILY EMAIL, CALENDAR, ANALYTICS, and STANDARDS. Below the navigation bar is a red notification banner with an exclamation mark icon and the text "You have a ticket response waiting for you at the [Support Center](#)".

Below the notification is a search and filter section. It includes a "Jump to Staff Member" input field, a dropdown menu set to "MSDWT Training", and another dropdown menu set to "All School Staff". Below these are two checkboxes: "Show Unread Comments" with a red "Com" indicator, and "Show Unread Artifacts" with a red "Art" indicator.

The main content area displays a table with the following columns: "Name", "Open Observations", and "Completed [summary](#)". A red arrow points to the "Name" column. The table lists five faux users:

Name	Open Observations	Completed summary
Module_1, Biology		
Module_11, Lang_Arts		
Module_15, Science		
Module_2, Literacy		
Module_8, Literature		

For an administrator within a building, the user must select "Staff", then select "All Building Staff" from the pull-down window. They will see "Staff Assigned to Me". This will bring up the Faux Teachers (and other people that may be assigned to them). See below.



The screenshot shows a close-up of the dropdown menu from the previous screenshot. The menu is open, showing two options: "All Building Staff" with a checkmark icon, and "Staff Assigned to Me" which is highlighted in blue. The background shows the "ANALYTICS | STANDARDS" navigation bar and the "Show Unread Artifacts" checkbox.

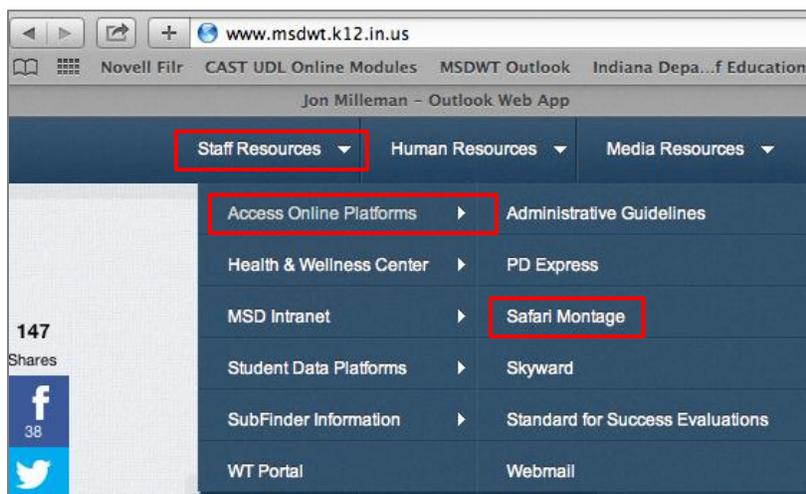
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Instructions for Accessing Videos in Safari Montage

Open a separate window of your web browser (not a separate tab, but a separate window).

Go to Safari Montage website.

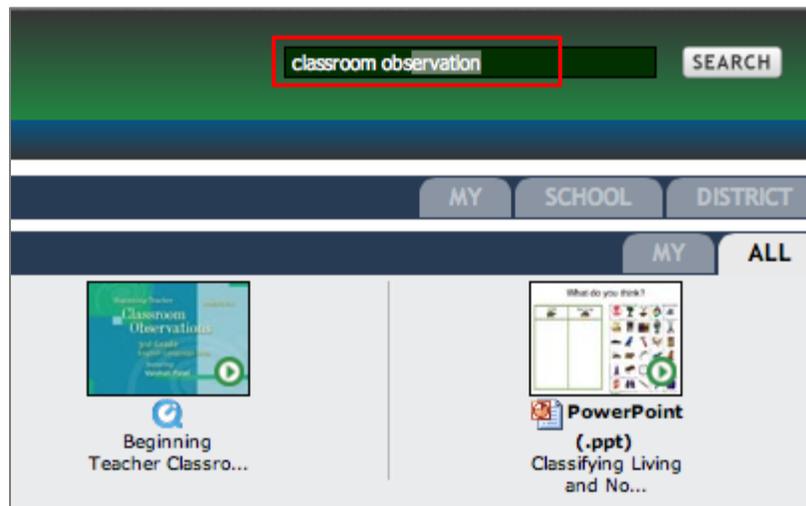
Click the following link: [Safari Montage](#). You may also access Safari Montage by going to the MSDWT District Website, hovering over Staff Resources, Access Online Platforms, and clicking Safari Montage.



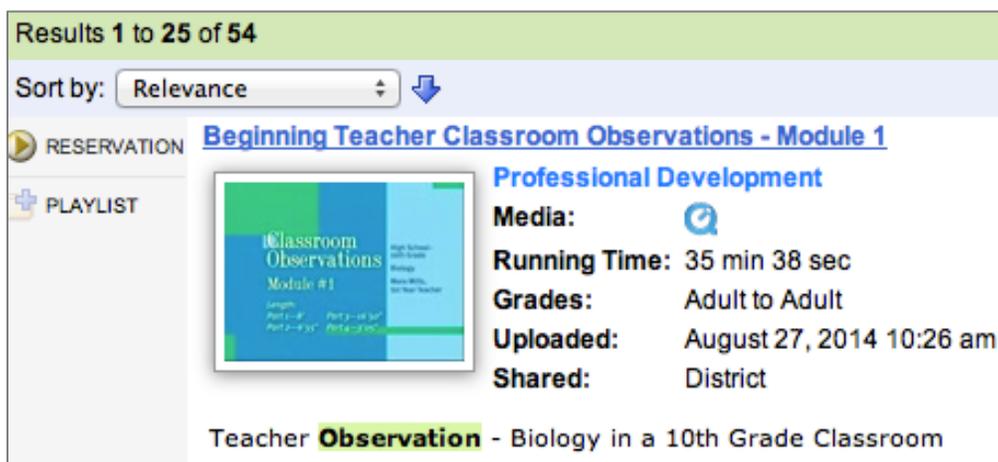
At the login screen, use your district username and password.



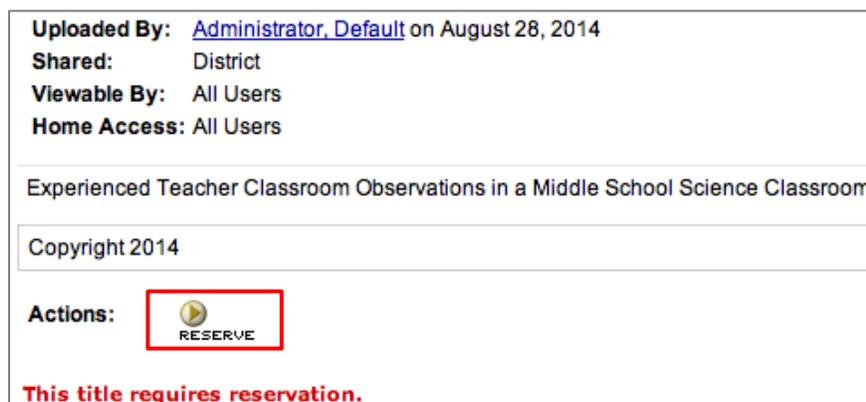
In the upper right hand corner of the home page, type "classroom observation" in the search box and click search.



Find the video corresponding to the classroom you wish to evaluate.



You will need to click the reserve icon and follow the steps to reserve it. You may set it for the current time you are in the site or a different time (This requirement is due to copyright issues).



View the video while scripting in Standard for Success.

The screenshot shows a video player interface. The main video area displays the text "Part 2" in green. Below the video is a control bar with "Speed" and "Resolution" settings, playback controls (play, pause, stop, previous, next), volume, and a 0:00:00 timer. There are also "Web Cam" and "PC DVD" buttons. At the bottom left is the "PROMETHEAN ACTIVEBOARD" logo. On the right side, the video title "Experienced Teacher Classroom Observations" is partially visible. Below the title, the "Media" section includes: "Media:" with a link icon, "Running Time: 26 min 56 sec", "Grades: Adult to Adult", "Uploaded By: Administrator, Default o", "Shared: District", "Viewable By: All Users", and "Home Access: All Users". Below this is a section for "Experienced Teacher Classroom Observations" with "Copyright 2014". The "Actions" section includes a "RESERVE" button and the text "This title requires reservation." At the bottom right is a "Chapters and Key Concepts" button.

Script and score the lesson as if you were the evaluator in this classroom.

When you access the "teacher"/video in SFS, you will be able to see the observations of the other evaluators, comments, and artifacts.