

Education Accountability System (EAS) via Tk20 Guide to Completing Internship Survey for Teacher Candidates

There are three sections on the survey:

1. SURVEY OF THE UMBC TEACHER EDUCATION PROGRAM
2. TEACHER CANDIDATE FEEDBACK ON UMBC SUPERVISOR
3. TEACHER CANDIDATE FEEDBACK ON MENTOR TEACHER

The image shows a browser window displaying the Tk20 UMBC login page. The address bar contains the URL <https://umbc.tk20.com/campustoolshighered/start.do>. The page features a login form with a 'Username' field, a 'Password' field, and a green 'LOG INTO YOUR ACCOUNT →' button. Below the form are links for 'Click here to purchase your student account' and 'Register your account', and a menu with 'Resources' and 'Admissions'.

Step 1: Visit EAS site at ["http://umbc.tk20.com"](http://umbc.tk20.com)

Step 2: Enter your EAS via Tk20 username and password and click "Login"

Step 3: Click on the “Field Experience” tab on the top and then click on “Internship Surveys”.

The screenshot shows the UMBC Tk20 interface. The left sidebar contains a navigation menu with the following items: HOME, COURSES, ARTIFACTS, PORTFOLIOS, FIELD EXPERIENCE (highlighted in yellow), FIELD EXPERIENCE (sub-menu), Folders, and APPLICATIONS. The main content area is titled "Field Experience" and contains a table with the following data:

Name	Start Date	Due Date	Status
EDUC Theatre Phase I CPPA 2012 TEST	08/16/2012 06:51 PM	08/18/2012 05:00 AM	Open For Editing-L
Internship Surveys (ONE PLACEMENT) Test Fall 2012	08/16/2012 06:54 PM	08/18/2012 05:00 AM	Open For Editing-L
Secondary Phase I to Phase II Transition Performance Assessment Fall 2012 TEST	08/16/2012 06:57 PM	08/18/2012 05:00 AM	Open For Editing-L
TEST Elementary Education CPPA - Std. 3 & 8	08/11/2015 05:54 PM	08/14/2015 11:55 PM	Open For Editing-L

Step 4: Click on the “Intern Attach/Complete Teacher Candidate Feedback on UMBC Teacher Education Program, UMBC Supervisor and Mentor Teacher here” tab.

The screenshot shows the UMBC Tk20 interface for the "Internship Surveys - TEST" page. The left sidebar is the same as in the previous screenshot. The main content area is titled "INTERNSHIP SURVEYS - TEST" and contains a tabbed interface with the following tabs: Internship Surveys - TEST, INTERN Attach/Complete Teacher Candidate Feedback on UMBC Teacher Education Program, UMBC Supervisor and Mentor Teacher here (highlighted in yellow), Assessment, Standards, and Feedback. The main content area is divided into two sections: INSTRUCTIONS and ATTACHMENT(S). The ATTACHMENT(S) section contains the following text:

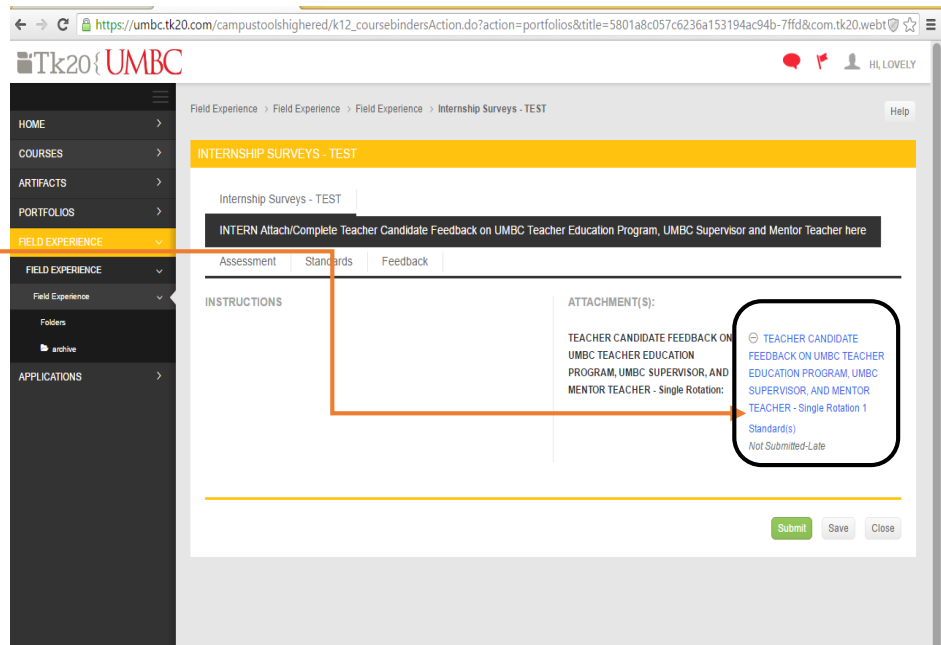
TEACHER CANDIDATE FEEDBACK ON UMBC TEACHER EDUCATION PROGRAM, UMBC SUPERVISOR, AND MENTOR TEACHER - Single Rotation:

- TEACHER CANDIDATE FEEDBACK ON UMBC TEACHER EDUCATION PROGRAM, UMBC SUPERVISOR, AND MENTOR TEACHER - Single Rotation 1

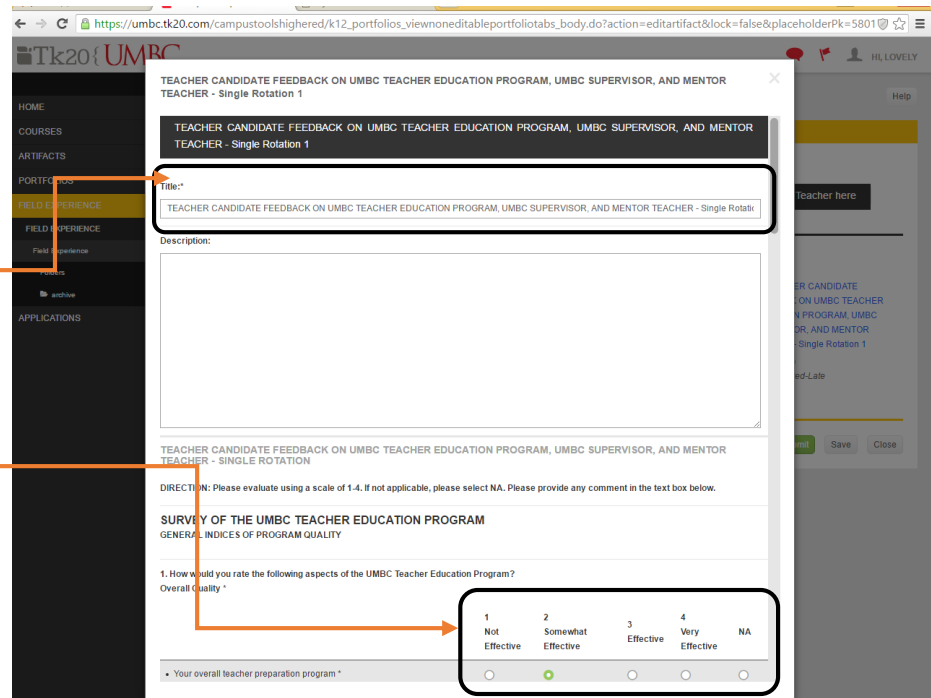
Standard(s)
Not Submitted-Late

Buttons: Submit, Save, Close

Step 5: Click on the Attachment under the Attachment section



Step 6: A new window will appear with a title 'TEACHER CANDIDATE FEEDBACK ON UMBC SUPERVISOR, AND MENTOR TEACHER- Single Rotation 1'. On the form, provide a rating OR select NA if not applicable



Step 7: Enter your Supervisor name in the shown field. Similarly, Mentor name in the respective field.

TEACHER CANDIDATE FEEDBACK ON UMBc SUPERVISOR

Please enter a SUPERVISOR NAME:*
XYZ

My internship supervisor supported me in the following ways: *

	1 Never	2 Sometimes	3 Often	4 Always	NA
1. Suggested a variety of instructional strategies to meet the diverse needs of students, including those receiving special education, gifted, and ESOL services *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Suggested ways to help me manage student behavior *	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Modeled exemplary professional dispositions about teaching and learning *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Showed tact, sensitivity, and openness to the views and ideas of others *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Worked collaboratively with my supervisor *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Provided useful feedback about my TeachingFolio *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Helped me to understand fair and accurate assessment of my performance *	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Provided helpful feedback about my lesson plans and teaching *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Set up classroom visits that were well-spaced throughout my internship *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. Met with me after observations of lessons and provided useful feedback *	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

TEACHER CANDIDATE FEEDBACK ON PHASE 2 PLACEMENT MENTOR TEACHER

Update

Step 8: Click on "Update" button to save any changes you made to the document and you can also attach any files if necessary. (Optional)

TEACHER CANDIDATE FEEDBACK ON UMBc SUPERVISOR

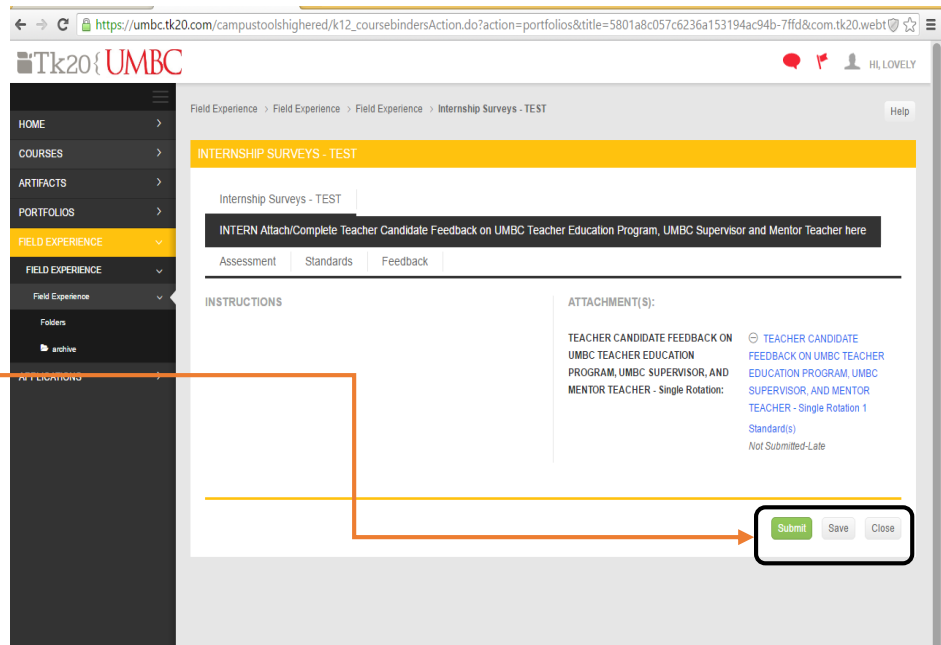
Any other comments?

Attach Documents:

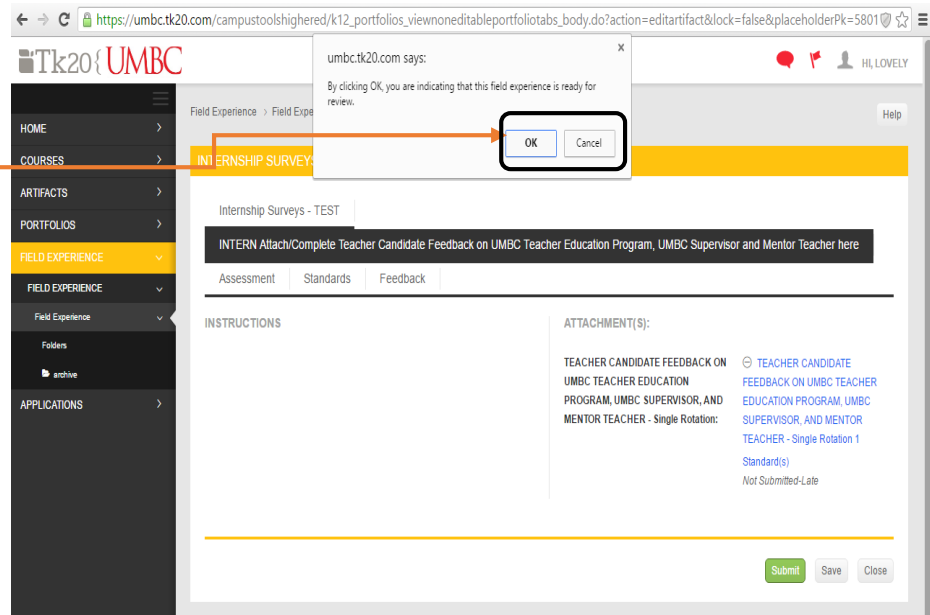
Drag and drop files here

Update

Step 9: Click on “Save” button to save the survey binder. If you “Save”, you can go back to the “Field Experience” tab and make changes to the form you have filled out before OR Click on “Submit” to submit survey binder. Once you submit, you will not be able to make any subsequent changes.



Step 10: After clicking complete, click on “OK” to confirm submission



NOTE: In case you accidentally click “Complete”, you can recall the CPPA binder.

Select the checkbox against the binder you want to recall and then click on "Recall" button to recall the binder. However, if your supervisor already submitted his/her survey, then you CAN NOT recall it back.

https://umbc.tk20.com/campustoolshighered/k12_parentSideMenuDefaultPageActions.do?topmenu=Field Experience&sidemenu=Field%20Experience

Tk20 { UMBC

Field Experience > Field Experience > Field Experience

FIELD EXPERIENCE

	Name	Start Date	Due Date	Status	S
<input type="checkbox"/>	Elementary Education CPPA - Phase ONE/Single Rotation TEST BINDER	02/29/2016 01:20 PM	05/15/2016 11:55 PM	Completed	A
<input checked="" type="checkbox"/>	Internship Surveys - TEST	02/25/2016 11:36 AM	05/16/2016 11:55 PM	Open For Editing-Late	A
<input type="checkbox"/>	TESOL CPPA - Phase ONE/Single Rotation(New) -TEST	02/25/2016 11:38 AM	05/16/2016 11:55 PM	Open For Editing-Late	A