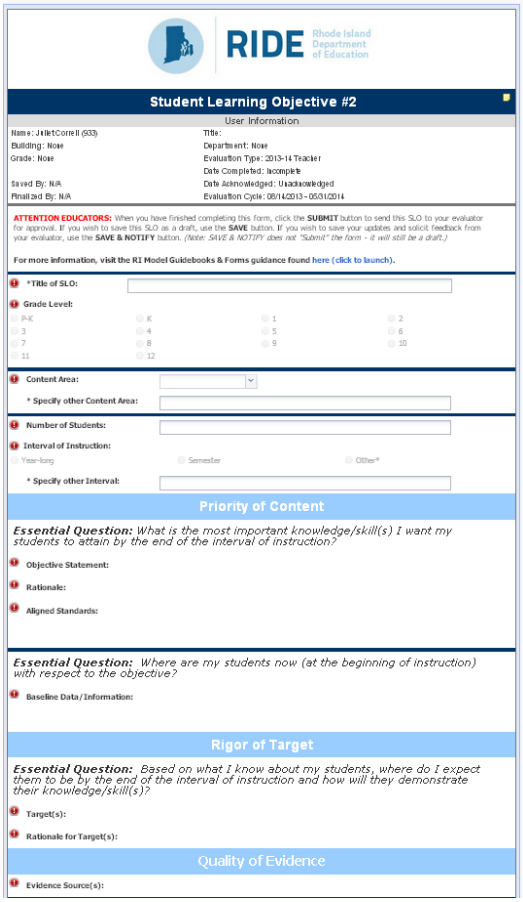
Help Topic | Teacher Student Learning Objective (RI Model)

Form Purpose:

The Teacher Student Learning Objective form is an evaluatee-initiated form to be used during the teacher evaluation process.

Form Design:



RIDE Rhode Island Department of Education

Student Learning Objective #2

User Information

Name: JulietCorrell (933) | Title:
Building: None | Department: None
Grade: None | Evaluation Type: 2013-14 Teacher
Date Completed: Incomplete
Saved By: N/A | Date Acknowledged: Unacknowledged
Finalized By: N/A | Evaluation Cycle: 08/14/2013 - 05/31/2014

ATTENTION EDUCATORS: When you have finished completing this form, click the **SUBMIT** button to send this SLO to your evaluator for approval. If you wish to save this SLO as a draft, use the **SAVE** button. If you wish to save your updates and solicit feedback from your evaluator, use the **SAVE & NOTIFY** button. *(Note: SAVE & NOTIFY does not "Submit" the form - it will still be a draft.)*

For more information, visit the RI Model Guidebooks & Forms guidance found here (click to launch).

*Title of SLO:

Grade Level:
P-K, K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

Content Area:
* Specify other Content Area:

Number of Students:
Interval of Instruction:
Year-long, Semester, Other*
* Specify other Interval:

Priority of Content

Essential Question: *What is the most important knowledge/skill(s) I want my students to attain by the end of the interval of instruction?*

Objective Statement:
Rationale:
Aligned Standards:

Essential Question: *Where are my students now (at the beginning of instruction) with respect to the objective?*

Baseline Data/Information:

Rigor of Target

Essential Question: *Based on what I know about my students, where do I expect them to be by the end of the interval of instruction and how will they demonstrate their knowledge/skill(s)?*

Target(s):
Rationale for Target(s):

Quality of Evidence

Evidence Source(s):

Note: Two SLOs are located in the Educator Dashboard. Additional SLOs/SOOs can be added by your administrator.

Process Overview

1. Locate the Form in the Task List

Located on the educator dashboard (i.e. the "My Evaluation Cycle" tab), the **Task List** is at the bottom of the screen. All forms you have access to appear on the "All" tab.

After locating the **Student Learning Objective #1 Form** in the Task List, click the "Launch" action link adjacent to the form title. This will launch the form in its own tab/window.

2. Complete the Form

1. Complete all sections of the form. You will not be able to submit the form without completing all required fields marked with red exclamation points. Additional information and samples of SLOs/SOOs are located on the RIDE website at http://www.ride.ri.gov/TeachersAdministrators/EducatorEvaluation/StudentLearningOutcomeObjectives.aspx
2. When you have finished completing this form, click the **SUBMIT** button to send this SLO to your evaluator for approval. If you wish to save this SLO as a draft, use the **SAVE** button. If you wish to save your updates and solicit feedback from your evaluator, use the **SAVE & NOTIFY** button. *(Note: SAVE & NOTIFY does not "Submit" the form - it will still be a draft.)*

4. Evaluator Approval Steps

1. The evaluator will then see the submitted SLO form and will need to unlock the form and determine if the *Priority of Content*, *Rigor of Target*, and *Quality of Evidence* are acceptable or need revision.
2. **UNLOCKING THE FORM:** To complete the Approval of Objective section, click **EDIT FORM** button on the bottom of the SLO to unlock the form. When asked to confirm, click **YES**. The Approval of Objective section is the only portion of the form you can edit. Note: if at any time during the school year this SLO needs to be modified, use the **EDIT FORM** button to unlock the form.
3. **If the SLO is ACCEPTABLE:** If this SLO is complete and you have indicated "Acceptable" in all three categories above, click the **SUBMIT** button below. The author will not receive an email, so you may wish to add a **COMMENT** (instructions below). Note: once the form is submitted, the author cannot make changes. If changes are needed, see "Unlocking the Form" above.
4. **If the SLO NEEDS REVISION:** If this SLO is not acceptable and revisions are necessary, mark the appropriate category above as "Needs Revision" and click the **SAVE & NOTIFY** button below to alert the author of the need for revision.
5. **Adding COMMENTS:** At any time, you (and/or the author) may use the **COMMENT** button below to attach a comment to this form. Comments trigger an email notification and can be made at any time until the form is finalized.

4. Finalize the Form (To be completed by the Evaluator)
The Finalize Element function is found in the **Evaluation Profile** of the **Process View.**

1. If the SLO has been marked Acceptable in all areas the form should be finalized by the Evaluator.
2. From the user's **Evaluation Profile,** expand components to locate the form in question.
3. Click the Finalize (thumbs up) icon to the right of the Schedule icon.
4. Select:
    - "Finalize the element" and click Submit on the pop-up window to immediately finalize the form.

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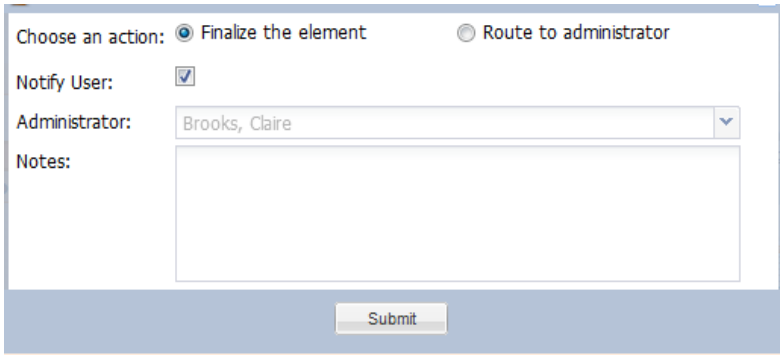
- "Route to Administrator" and click Submit in cases where another evaluator needs to review and finalize the form.

***NOTE*:** Check the Notify User box, if you wish to send an email to the educator indicating that the form has been finalized or routed to another evaluator to finalize.