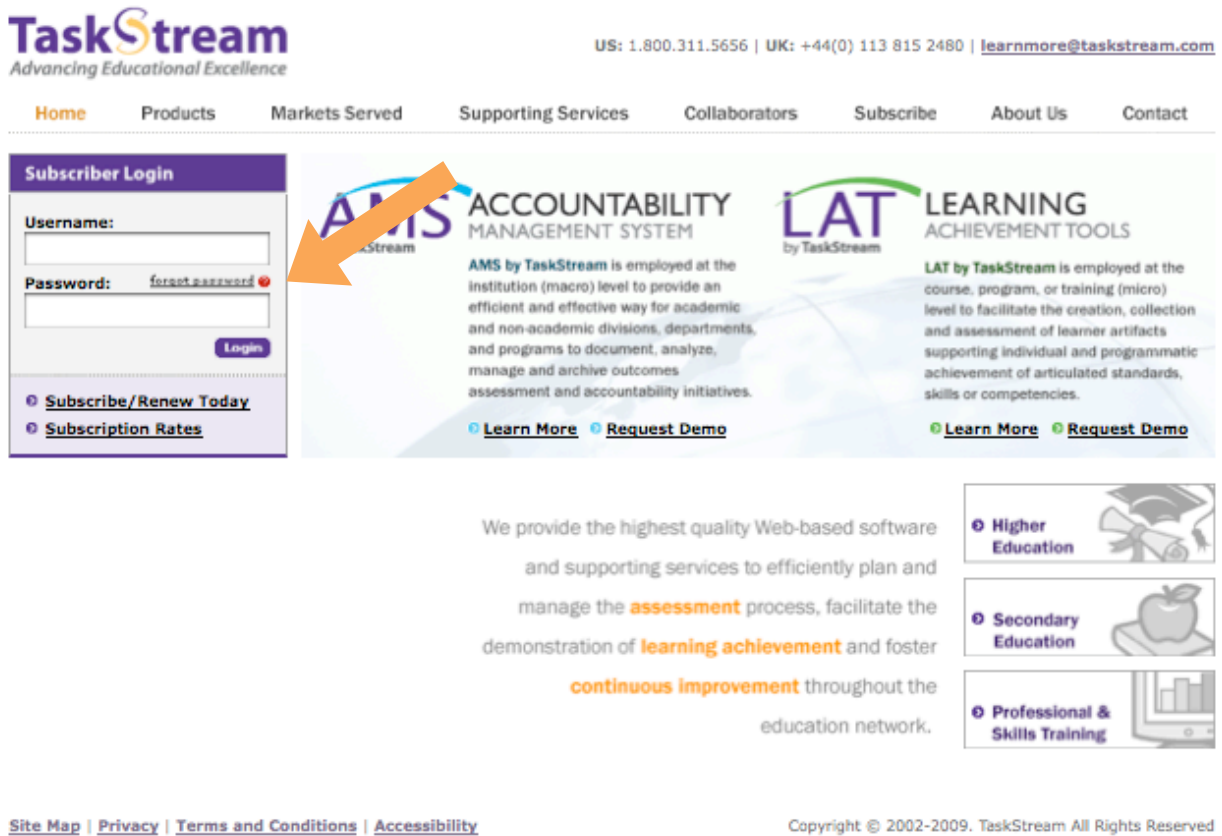


TaskStream LAT

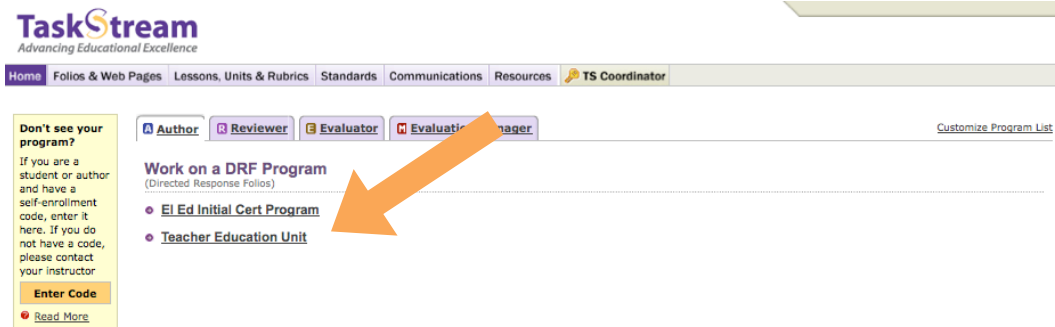
Candidate Submission Process

Teacher Education Unit program

1. Open the browser, type in www.taskstream.com
2. Sign into TaskStream using your UserID and password.
3. You will see an opening screen with the “author” tab clicked.



4. Click on the program file entitled “Teacher Education Unit”



Teacher Education Unit

Template: Teacher Education Unit, Fall 2009, Unit Elements

Work

Preview as Folio

Expand All
Collapse All

General Information

- [-] **Transition Point 2**
 - Dispositions Report
- [-] **Transition Point 4**
 - Dispositions/ PK&S Report
 - Unit Candidate Exit Survey

Welcome to the Teacher Education Unit program

This is the place where all students in the Buffalo State College Teacher Education Unit (i.e., ALL education programs) will submit their UNIT-WIDE Assessments. At the present time, these are: * Candidate Self-Evaluation Dispositions Form * Candidate Self-Evaluation Knowledge and Skills Form

Getting Started with Programs

If this is your first time working within DRF programs, you may wish to view or print our [Getting Started Guide](#) or call Mentoring Services at 1.800.311.5656 for help starting your work.

NOTE: You should not do any assessments in this folder unless you have been told to complete them by your instructor. If you are close to exiting the program, you will complete the assessments in Transition Point 4. If you are only partially through the program, you will complete the assessment in Transition Point 2.

4. Click on the appropriate assessment (in this example, Dispositions instrument at Transition Point 2). Then click on the “Complete Form” button.

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Instant Messenger

Teacher Education Unit

Work Scores/Results Options

Template: Teacher Education Unit, Fall 2009, Unit Elements

Status: Work In Progress **Submit Requirement**

Preview as Folio

Expand All
Collapse All

General Information

- [-] **Transition Point 2**
 - Dispositions Report**
- [-] **Transition Point 4**
 - Dispositions/ PK&S Report
 - Unit Candidate Exit Survey

Dispositions Report (Requirement (rename))

Directions Help on this Page

You should fill out this form exactly as you would if you were a faculty member evaluating your progress through the education program. Here, you are self-evaluating. Consider your own progress. Be slow and deliberate (and feel free to add narrative comments in the boxes provided). Above all, be honest and accurate.

Evaluation Method

A custom form is used in this Evaluation.
Name of form: Unit Candidate Dispositions Evaluation, revised 3/2/09 [View form](#)
Final scoring method: Evaluator marks as "Meets requirement/Does not meet requirement"

Form: **Unit Candidate Dispositions Evaluation - CANDIDATE SELF-EVALUATION (created 3/15/09)** **Complete Form**

In addition to the content you add to this requirement, please **complete this form**.

5. Complete the form. Then click the “Save and Return” button.

Respond to form Unit Candidate Dispositions Evaluation - CANDIDATE SELF-EVALUATION (created 3/15/09) for Dispositions Report

Directions

Evaluation Method

Check Spelling

Print Save Draft **Save and Return**

Response is required



Unit Candidate Dispositions Evaluation

Initial and advanced candidates and candidates preparing for other education-related professional roles at Buffalo State College should exhibit select dispositions identified by the Interstate New Teacher Assessment and Support Consortium (INTASC) standards.

Instructions to Candidates (i.e., Students)

You should fill out this form exactly as you would if you were a faculty member evaluating your progress through the education program. Here, you are self-evaluating. Consider your own progress. Be slow and deliberate (and feel free to add narrative comments in the box provided). Above all, be honest and accurate.

Candidate Name: Save Draft

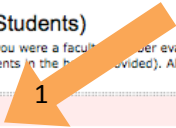
(Maximum characters allowed: 100)

Course Name (e.g., EDU 401, SED 690): Save Draft

(Maximum characters allowed: 100)

Placement Name, if applicable: Save Draft

(Maximum characters allowed: 100)



6. Click "Submit Requirement"

Teacher Education Unit

Template: Teacher Education Unit, Fall 2009, Unit Elements

Work Scores/Results **Options**

Preview as Folio

Status: Work In Progress **Submit Requirement**

Dispositions Report (Requirement (rename))

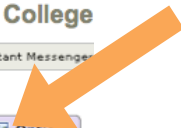
Directions

Evaluation Method

Help on this Page

Form: Unit Candidate Dispositions Evaluation - CANDIDATE SELF-EVALUATION (created 3/15/09) Complete Form

In addition to the content you add to this requirement, please complete this form.



7. Select an evaluator. And then click on "Submit for Evaluation". In the case of the exit survey, you should choose "TEU Exit Survey Submission" so that your feedback will remain anonymous.

Are you sure you want to submit Dispositions Report (of Transition Point 2) for Evaluation?

Your work will be locked and no further edits will be possible.

Select an evaluator:

Cancel

- Camille Aloï
- Ted Anderson
- Kim Andrews
- Lucy Andrus
- MADELINE ANGELO
- Cynthia Anthony
- Isabelle Aubin
- Geraldine Bard
- Mimi Barnes-Coppola
- Marion Barnett
- Jennifer Battista
- R. Bruce Baum
- Michael Baumgartner
- John Beaver
- Peter Bellanca
- Holly Bouslog

Submit for Evaluation

8. You can write in comments or click "Skip Sending Comments".

You have successfully submitted your work

Send comments to Mary Todd (Optional)

Skip Sending Comments Check Spelling Send Comments

9. You will see a confirmation. Click "Close Window".

You have successfully submitted "Dispositions Report"

Submitted: 10/21/2009 02:51:35 PM EDT
Submitted To: Mary Todd

Close Window Print this Confirmation

10. You will see a screen that confirms your submission and allows an option to cancel it.

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Teacher Education Unit
Template: Teacher Education Unit, Fall 2009, Unit Elements

Work | Scores/Results | Options

Scores/Results Summary Print View

| Area | Status | Actions | Results | History |
|----------------------------|--------------------------|--|---------|-------------------------|
| Transition Point 2 | | | | |
| Dispositions Report | Submitted | Submitted: 10/21/2009 02:51:35 PM Submitted to: Mary Todd Cancel Submission | | History/Comments |
| Transition Point 4 | | | | |
| Dispositions/PK&S Report | | Edit Work | | |
| Unit Candidate Exit Survey | | Edit Work | | |
| SUMMARY: | 0 areas evaluated | | | |

Note: Those in Transition Point 2 will complete only the Dispositions self assessment.

Those in Transition Point 4 will complete the Dispositions and Pedagogical Knowledge and Skills assessment (one instrument) and also the Exit Assessment.

11. Click on “Home” to go back to the opening screen.

If you have questions or need help, please email bsctaskstreamhelp@buffalostate.edu