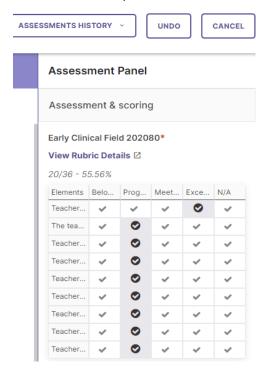
## <u>Winthrop University Instructor Field Experience Guide</u> - Fall 2024 Student Learning & Licensure (SL&L)

- 1. Using Chrome or Firefox as your Internet browser, go to this site: <a href="https://sll.watermarkinsights.com">https://sll.watermarkinsights.com</a>
  - Log in with your WU email and password.
  - If this is your first time logging in, click "Forgot Password" to receive an email to set your password.
- 2. Go to "View Student Logs" to access candidate time logs.
- 3. Go to "Activities" to view assessments:
  - If the host teacher submitted the assessment, this will show as "Done."
  - The candidate can now also view this assessment.
  - Click on "View Details" to review the host teacher's assessment for each candidate.
  - If you do not agree with the host teacher's indicators:
    - Select "Undo" and click on that candidate's name to open the assessment and make changes as needed. Then select "Submit."
    - Explain to the candidate why you made the changes.



## \*If a candidate's assessment is not in "Done" status:

- Remind the host teacher to submit the assessment and make sure the host teacher is able to log into SL&L.
- If your course requires that candidates submit a reflection of their field work:
  - Check if all candidates completed the reflection. If a candidate has not submitted their reflection, the assessment will be "Awaiting Submission," and the host teacher is not be able to submit the assessment.