

# EDUCATOR

## STUDENT CLINICAL GUIDE

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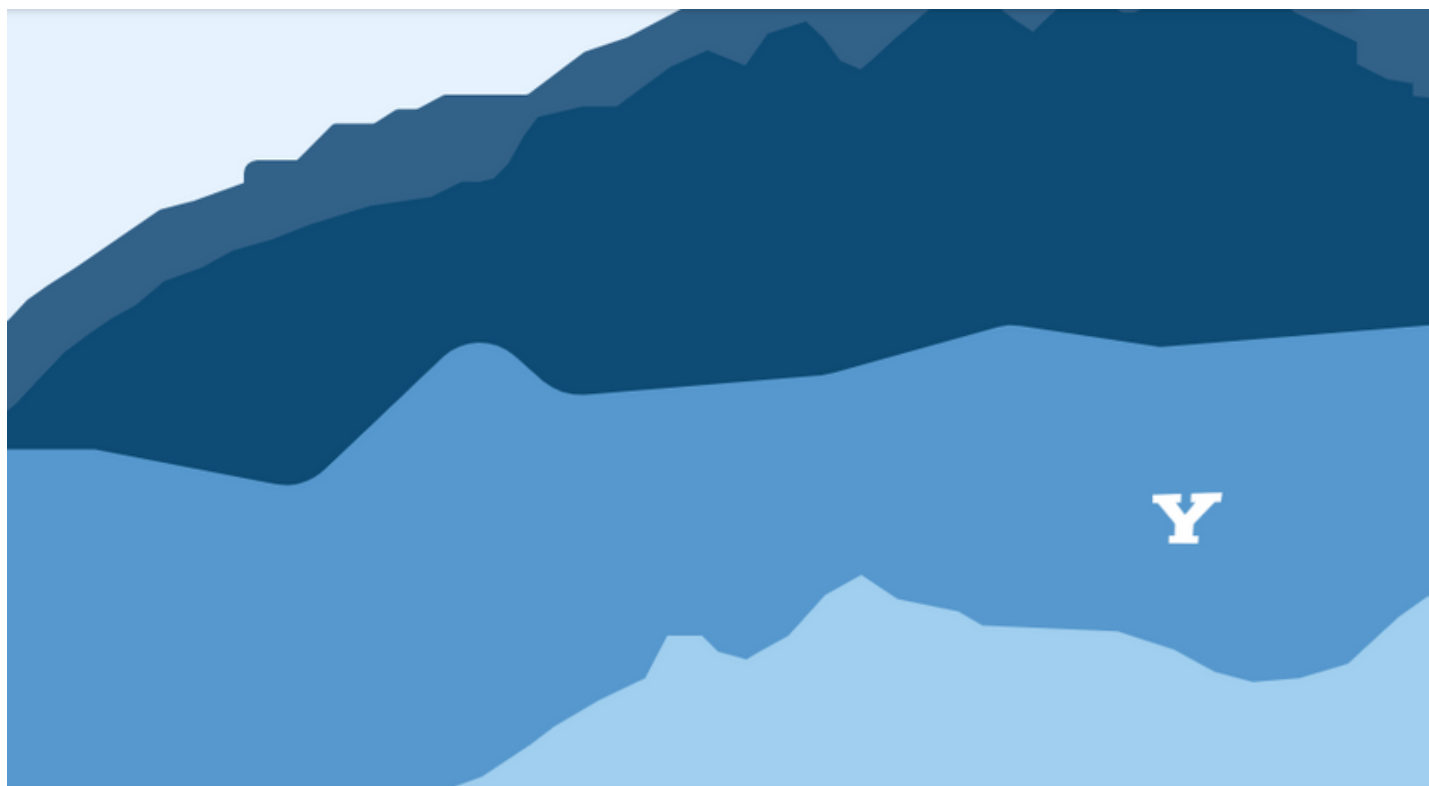


# CLINICAL INTRODUCTION

Congratulations on making it to your final clinical experience before graduating! We hope you have enjoyed your teaching experience thus far.

The Clinical tab covers the final six steps required before graduation. Once you have completed these steps, go back through your application and make sure everything is marked as completed. If everything is checked off, you are prepared to be recommended for licensure by the Education Advisement Center.

This section has fewer steps than the previous sections, but is also more difficult and time consuming. Be prepared for this and give yourself plenty of time for each requirement.





# PROGRAM TASKS

## STUDENT TEACHING/INTERNSHIP EXPERIENCE

Your student teaching or internship experience is much like the practicum in regards to what happens on Educator.

Before the add/drop deadline, you will see an option for student teaching and internship on your account, but after the deadline, the clinical option you chose will remain and your evaluations will show up under the drop-down arrow. At the end of the semester, your evaluations will be completed for you in your behalf. If you are doing an internship, your evaluations will be completed in May of the following year.

You will have two PAES evaluations - one completed by your mentor teacher and the other by the university supervisor - and one EDA, also filled out by the university supervisor.

As with your practicum PAES evaluation, you will need to sign both of your PAES evaluations for your student teaching or internship course.

### Clinical Requirements

Use this checklist to keep track of what you have done and what you still need to do in order to complete the Clinical transition. You can complete the steps in any order, but all of the steps must be completed before you can submit your application.

#### Major Tasks: English Teaching

<input type="radio"/>	Student Teaching Experience   ENGL 476 >	
<input type="radio"/>	Internship Experience   ENGL 496 >	
<input checked="" type="radio"/>	Utah Teacher Education Student Survey >	Completed
<input type="radio"/>	PPAT Task 1 >	
<input type="radio"/>	PPAT Task 2 >	
<input type="radio"/>	PPAT Task 3 >	
<input type="radio"/>	PPAT Task 4 >	

### Clinical Requirements

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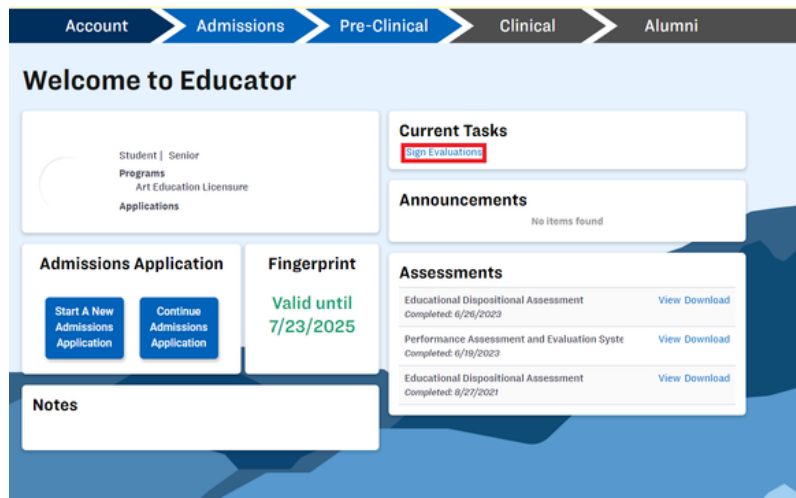
#### Major Tasks: Elementary Education

<input checked="" type="radio"/>	Student Teaching Experience   EL ED 400 v	Completed
<input checked="" type="radio"/>	Educational Dispositional Assessment (v1) [University_Supervisor]	Completed
<input checked="" type="radio"/>	Performance Assessment and Evaluation System (v1) [University_Supervisor]	Completed
<input checked="" type="radio"/>	Performance Assessment and Evaluation System (v1) [Mentor_Teacher]	Completed

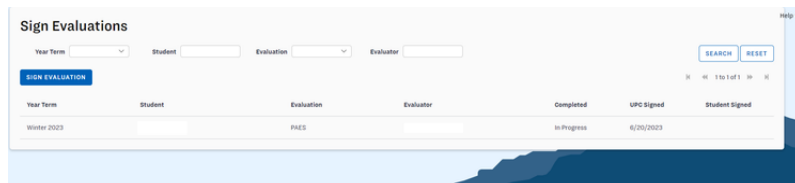


## SIGNING THE PAES EVALUATION

To sign your PAES evaluation after it has been completed on your behalf, go to the homepage or "Accounts" tab on your account, then click on the blue hyperlink "Complete/Sign Evaluations" in your current tasks box.



Double click on the desired evaluation, or click on the row once and click "Complete/Sign Evaluation".



First you will need to complete a Clinical Evaluator Feedback Survey (CEFS). You will answer four short questions about the evaluator who completed your survey in your behalf, as well as submit any comments you have for them. Then, click "Submit Answers".

### Clinical Educator Feedback Survey - Evaluator

Assessment prepared by the Educator Preparation Program (EPP), to be completed before PAES.

Evaluator:

Evaluatee:

#### Candidate's feedback for the Evaluator

	Strongly Disagree (1)	Disagree (2)	Agree (3)	Strongly Agree (4)
Effectively supported you during your field experience (e.g., collaboration, modelling, coaching, feedback, encouragement, teaching resources, responsiveness).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Helped you learn about planning, assessment, and/or instruction.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Supported you in establishing a classroom environment conducive to learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Used BYU's PAES instrument to provide formative and summative feedback.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other comments/suggestions, or strengths of the evaluator that you have not mentioned:

**SUBMIT ANSWERS**



Finally, review the PAES evaluation. Read your feedback, then scroll to the bottom and click where it asks for the student signature and enter your name. Then click "Save". Repeat these same steps for the second PAES evaluation filled out on your behalf.

Reviewer Signature

Candidate Signature

SAVE

## COMPLETING THE UTESS

The UTESS survey here is an exact replica of the one you took for your exploratory experience, except you will now base your responses off of your student teaching/internship experience. To complete this survey, select the most correct answer in your opinion.

Oftentimes students forget to select a bubble here, which will cause them to receive a validation error. Make sure you select all of the answers.

When you have selected an answer for every question and completed the short answer prompts, click "Submit Answers" at the bottom of the page.

### Utah Teacher Education Student Survey

Prepared by Utah Teacher Education Assessment & Accreditation Council (UTEAAC).

The Utah Teacher Education Student Survey (UTESS) is an evaluation designed to measure a teacher candidate's confidence and preparation in the classroom throughout their collegiate experience. The UTESS is a self-assessment that students perform upon admission to their program, after graduation, and within their first and third years of teaching. The UTESS is designed to show growth over time and is aligned with UETS. The UTESS is measured on a four-point scale ranging from "Not at All" to "Exceptionally."

#### UTESS Abilities

Based on the courses and experiences within your teacher preparation program (including your major, minor, and education courses), how well can you do the following:

	Not at All (0)	Minimally (1)	Effectively (2)	Exceptionally (3)
Advocate to meet the needs of all learners.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stay informed of current educational policy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reflect on the effectiveness of instruction to identify areas of strength and challenges.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

#### UTESS Knowledge

Based on the courses and experiences within your teacher preparation program (including your major, minor, and education courses), how extensive is your understanding of...

	None (0)	Very Little (1)	Sufficient (2)	Comprehensive (3)
Federal and state laws, State Board of Education rules, and policies pertaining to teaching (R277-530).	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Actions that adversely affect a teacher's ability to carry out the responsibilities of the profession, including role model responsibilities (R277-515).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
The need for maintaining confidentiality regarding student records and collegial consultations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
The need for maintaining accurate student records.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

SUBMIT ANSWERS



# PPAT TASK 1

The PPAT Tasks are performance-based assessments conducted by the ETS and are required by the state of Utah. The PPAT tasks are not difficult to complete, but they do require exact attention to detail in order to pass. Please refer to the resources on our website for help: <https://epp.byu.edu/assessments/ppat>

To complete this requirement, click on the drop-down arrow, then select "Start PPAT Task 1".

This task will need to be completed within your first week of student teaching. You will upload it onto the ETS website as well onto Educator. To view the requirements, rubric, and information to help you finish this task, click the links inside the circle. The task will need to be a single PDF file. Click the "Upload" button, and upload your task.

The screenshot shows the BYU Educator Preparation Program website. The navigation bar includes Home, Programs, Assessments, Reports, Resources, and Policies. The main heading is "(PPAT) PRAXIS PERFORMANCE ASSESSMENT OF TEACHERS". Below this, a paragraph explains the PPAT and provides a link to the ETS website for more information. A "FILES" section contains links for "PPAT Overview (PPT)", "PPAT Overview (PDF)", and "Task 1 (PDF)". A task selection list shows "PPAT Task 1" with a dropdown arrow, "PPAT Task 2" with a right arrow, and "PPAT Task 3" with a right arrow. A red box highlights the "START PPAT TASK 1" button.

The screenshot shows the PPAT Task 1 page on the ETS website. The navigation bar includes Account, Admissions, Pre-Clinical, Clinical, and Alumni. The main heading is "PPAT Task 1". Below this, a paragraph explains the task and provides a link to the ETS website for more information. A red circle highlights the links "Click here to get more info on task 1.", "Task 1 Requirements", "Task 1 Rubric", and "PPAT Task 1 Handbook". An "UPLOAD" button is also visible.



## PPAT TASK 2-4

PPAT Tasks 2-4 will all be uploaded to the ETS website. Once they have been graded, the requirement in Educator will check off automatically. The rubric and requirements for each of these tasks can be found under their respective tabs on Educator.

As mentioned earlier, we have many resources and guidelines for completing the PPAT tasks on our website. We strongly encourage you to look at these resources - particularly our "PPAT Pitfalls" document. Please be sure to mark BYU as both a recipient of your scores and as your educator preparation program. If you miss this step, your scores will not be sent to BYU and you will be required to pay a fine to have them sent to us.

In order to pass the PPAT, you must score a 36 out of the 60 possible points. This score is an accumulation of all four tasks and is required by the Utah State Board of Education.

✓

PPAT Task 2 ▾

Completed

In Task 2 you will demonstrate your understanding, analysis and application of assessment and data collection to measure and inform student learning. A score is issued for this task. Requirements: <https://www.ets.org/content/dam/ets-org/pdfs/ppat/ppat-task-2-requirements.pdf> Rubric: <https://www.ets.org/content/dam/ets-org/pdfs/ppat/ppat-task-2-rubric.pdf>

✓

PPAT Task 3 ▾

Completed

In Task 3 you will demonstrate your ability to develop instruction, including the using of technology, to facilitate student learning. A score is issued for this task. Requirements: <https://www.ets.org/content/dam/ets-org/pdfs/ppat/ppat-task-3-requirements.pdf> Rubric: <https://www.ets.org/content/dam/ets-org/pdfs/ppat/ppat-task-3-rubric.pdf>

✓

PPAT Task 4 ▾

Completed

In this task, you demonstrate your ability to plan and implement a lesson using research-based instruction. You also show how you are able to adjust instruction for the whole class as well as for individual students within the class. Finally, you demonstrate an understanding of reflective practice. A 15-minute video is required within this task. A score is issued for this task. Before completing the video, be sure you have had all people in the video sign the ETS waiver. Requirements: <https://www.ets.org/content/dam/ets-org/pdfs/ppat/ppat-task-4-requirements.pdf> Rubric: <https://www.ets.org/content/dam/ets-org/pdfs/ppat/ppat-task-4-rubric.pdf>

Avoiding PPAT Pitfalls

The Utah State Board of Education requires a PPAT minimum passing score of 36. Because ETS owns and administers the PPAT, please consult the ETS website for all guidelines, clarifications, and questions. BYU personnel cannot intervene or petition ETS on your behalf. The following list are ways in which scores can be impacted and are provided as important reminders.

1. Pay attention to and meet all registration deadlines and submission dates.
2. During registration, designate BYU as the recipient of your PPAT scores. Be sure to indicate that BYU is your educator preparation program (e.g., college preparation program).



## FAQ's

### QUESTION

How do I view my Task 1 feedback?

### ANSWER

Task 1 feedback is available under the "Account" tab in the "Assessments" box. It is labeled as "Praxis Performance Assessment for Teachers".

### QUESTION

I submitted PPAT Tasks 2-4 but they aren't checking off?

### ANSWER

Try clicking the refresh button on the Clinical tab. If that doesn't work, make sure you designated BYU as a recipient of your scores. If you did not, you will need to get into contact with ETS and have them send BYU an official copy of your scores.