

NEW EVAL PLATFORM

EVALUATOR TRAINING

Logging In

The new Eval Platform lives on the True North Logic site with the new PD Platform.

Use the website:

<https://issaquah.truenorthlogic.com/U/P/Tab/Home>

https://issaquah.truenorthlogic.com/U/P/Channel/-/Guest/Login

Google R Hazen ISD Induction/Mentoring Prof.Orgs. Title IX Wage Studies RCWs OSPI RR-WA OneDrive Prezi

Log In

User Name The Username field is required.

Password Forgot Password? | Forgot Username?

1st: click the forgot password button

2nd: this is the same as you just used to log into the computer

ISSAQUAH SCHOOL DISTRICT 411

Welcome to the Issaquah School District Professional Development and Evaluation Platform.

First time logging in? Please click "Forgot Password" to activate your account.

Your username is the same as your network username.

Trouble logging in? Use the Forgot Password or Forgot Username links. For additional support, please email PDEvalSupport@issaquah.wednet.edu.

TALENTED

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2018.4.0.568 on PR-ISSAQUAH-01

Select Employee

Click on the employee's name

SCHOOL DISTRICT 411

Home Observation Courses My Evaluations **Staff Evaluations** Resources Reporting Staff Management Administration Support PD Playlists





Evaluation Participation

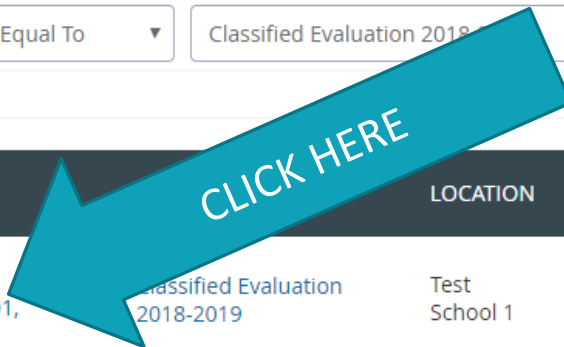
☰ All Evaluations

Hide Filters

Filter: Program Equal To Classified Evaluation 2018-2019 ✕

[Update Table](#)

	ACTIONS	NAME	LOCATION	LASTUPDATED	EVALUATOR(S)	STUDENT GROWTH GOALS	OBSE CYCL
1	<input type="checkbox"/> ⌵	 Classified101, Training	Test School 1	03/13/2019	Approver101, Training Show More...	N/A	
2	<input type="checkbox"/> ⌵	 Classified102, Training	Test School 1	11/09/2018	Approver101, Training Show More...	N/A	
3	<input type="checkbox"/> ⌵	 Classified103, Training	Test School 1	08/09/2018	Approver101, Training Show More...	N/A	
4	<input type="checkbox"/> ⌵	 Classified104	Test School 1	12/03/2018	Approver101, Training	N/A	



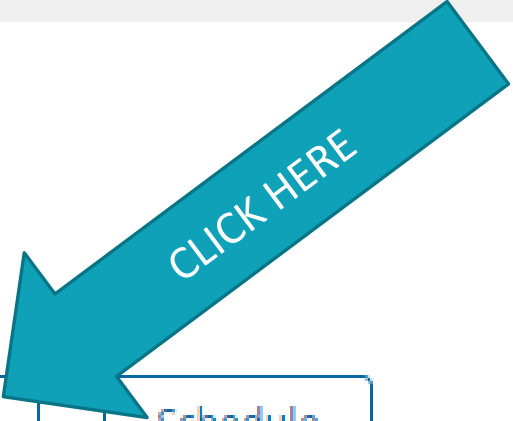
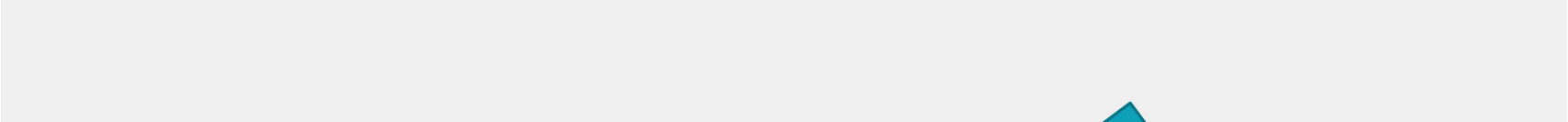
OPEN EVALUATION

Click on
'Evaluation'

The screenshot shows a web interface for 'Classified Evaluation 2018-2019'. At the top, there is a header with a hamburger menu icon and the text 'Classified Evaluation 2018-2019'. Below this is a card with a group icon and the text 'Evaluation for Classified102, Training.'. Underneath is a tab labeled 'Evaluation'. The main content area features a card with a gear icon, a clipboard icon, and the text 'Evaluation' followed by a small gear icon. Below this text is the text 'Last Status Update - 11/09/2018 @ 9:20 AM'. A large teal arrow with the text 'CLICK HERE' points to the word 'Evaluation' in the card.

START EVALUATION

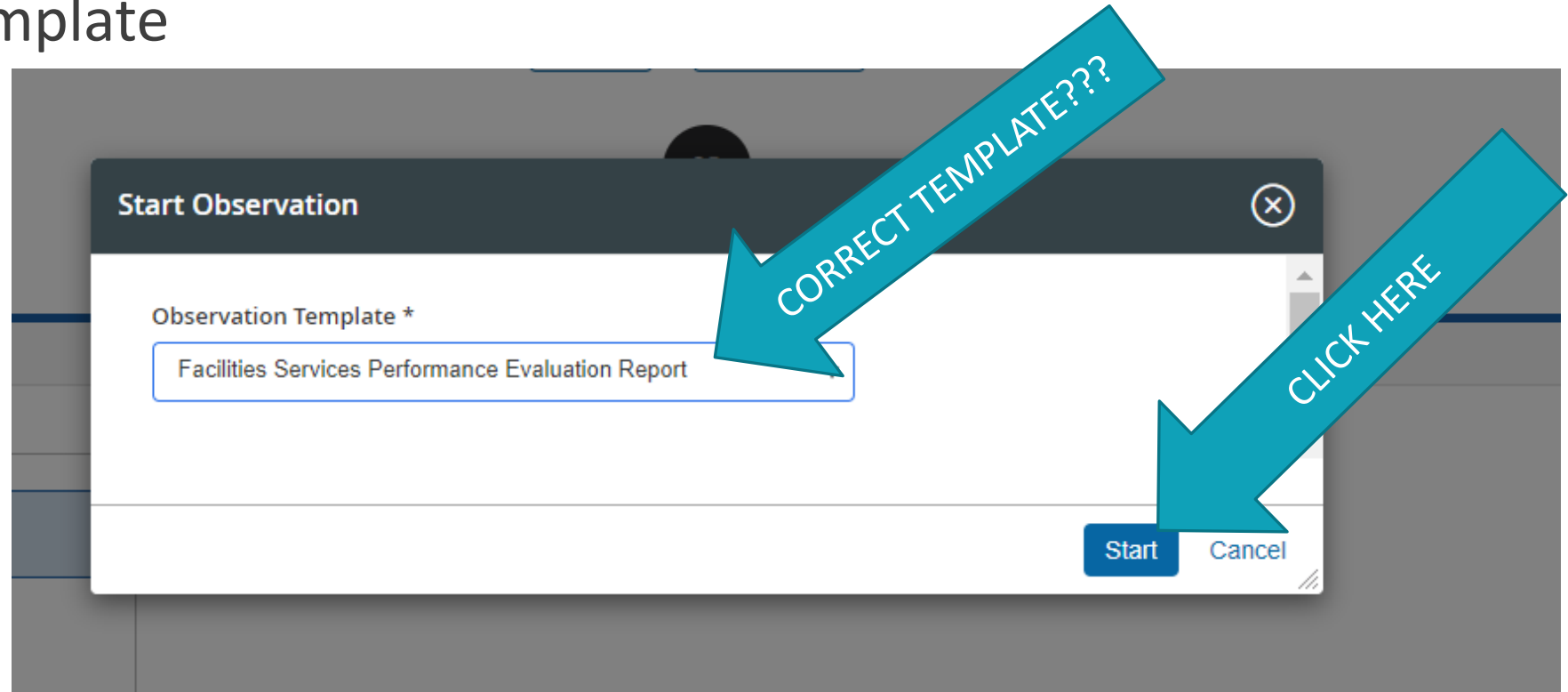
Click 'Start'



CONFIRM CORRECT EVALUATION

Double check to make sure the correct observation template appears.

Click 'Start'.



The screenshot shows a 'Start Observation' dialog box with a dark header and a white body. The header contains the text 'Start Observation' and a close button (X). The body contains a label 'Observation Template *' above a text input field. The input field contains the text 'Facilities Services Performance Evaluation Report'. At the bottom right of the dialog are two buttons: 'Start' and 'Cancel'. Two teal arrows point to the input field and the 'Start' button. The first arrow is labeled 'CORRECT TEMPLATE???' and the second is labeled 'CLICK HERE'.

ENTER RATINGS

Click the '+' for each criterion, then enter ratings and comments.

Facilities Services Performance Evaluation Report on Tuesday, March 26.
Classified102, Training

Unlink

Prefill  Create PDF  Share  Finalize

Evidence Session

Details

Show All

Show Focused

Facilities Services Performance Evaluation

+ Quality of Work

Effectively performs essential functions of job with accuracy and thoroughness utilizing the technical skills required

+ Professionalism

Follows District, department and building procedures, makes sound decisions

+ Initiative/Self-Motivation

Proactively seeks out and completes tasks with minimal supervision and assistance

Facilities Services Performance Evaluation

+ Quality of Work

Effectively performs essential functions of job with accuracy and thoroughness utilizing the technical skills required

Rating is required.

Unsatisfactory

Satisfactory

Exceeds Expectations

CLICK HERE

RATINGS AND COMMENTS

SHARE WITH EMPLOYEE

Click on 'Share'.

Choose 'Evidence' and 'Ratings' to share. Please ***do not choose 'Details'***.

Click 'Save'.

Which elements would you like to share with all participants of this observation?

4 sharable elements.

SHARE	ELEMENTS
<input type="checkbox"/> Off	Details Shares the details of the observation.
<input checked="" type="checkbox"/> On	Evidence Shares all comments in the evidence field for each part of the competency framework.
<input checked="" type="checkbox"/> On	Ratings Shares all ratings for each part of the competency framework.

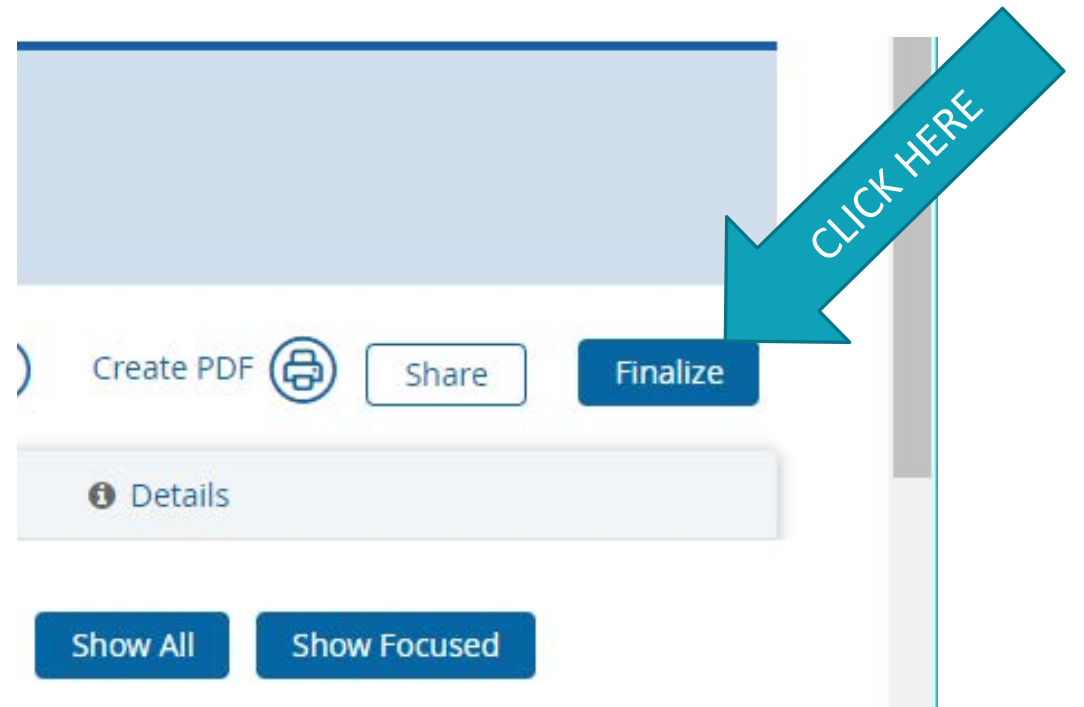
Save

Your ratings and comments have now been shared with the employee. email the employee to inform them of this and encourage them to read it before coming to your evaluation meeting.

AT YOUR OBSERVATION MEETING

After your evaluation conversation, make any changes you want to based on the conversation, then click 'Finalize'. This is your electronic signature.

Remind the employee to login and click 'Acknowledge', which is their electronic signature indicating they have received the evaluation.



YOU'RE DONE!

After finalizing, you will see this screen. It shows when and what you shared, as well as when you finalized.

Note the 'Re-open' button. If you need to make changes, this can be used. However, the 'Finalize' and 'Acknowledge' steps will need to be repeated.

Facilities Services Performance Evaluation Report on Tuesday, M
Classified102, Training

Shared Status

Shared: Evidence, Ratings

Final

✓ Camarata, Sena finalized this Observation on March 26, 2019 at 9:27 AM.

Re-Open