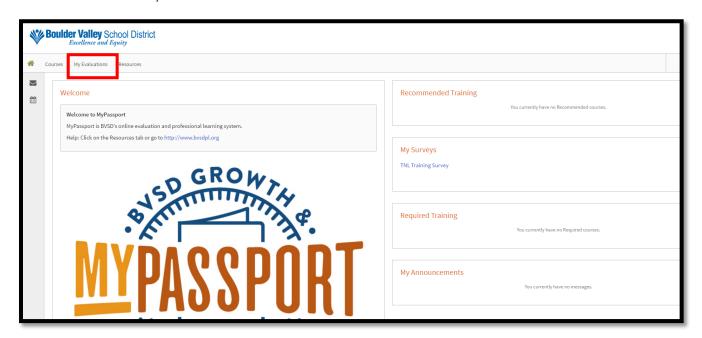


Evaluation Growth Plan: Self-Reflection

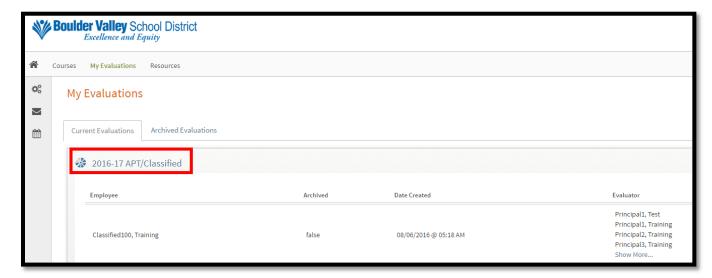
- Go to http://bvsd.truenorthlogic.com
- Log in with your district username and password (firstname.lastname and district password)



- The homepage will display once you've logged in
- Click on the "My Evaluations" tab



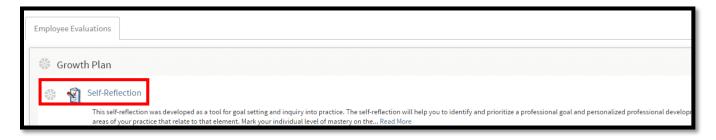
• Click on the name of the evaluation plan to open it



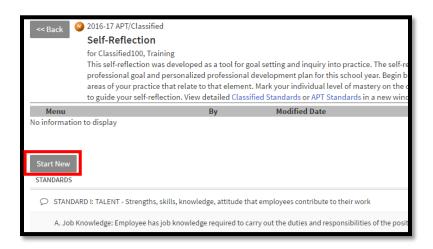
Click on the Growth Plan container



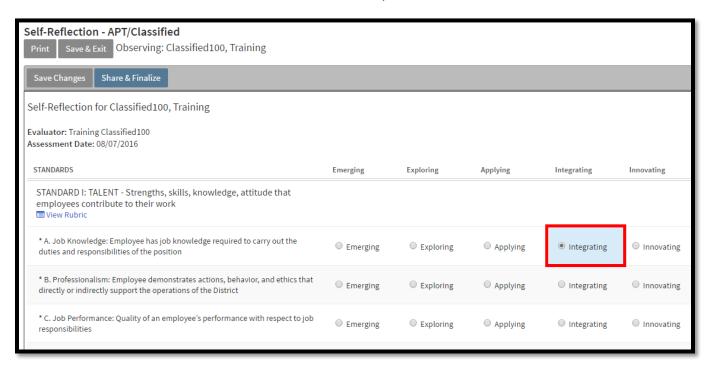
• Click on the Self-Reflection

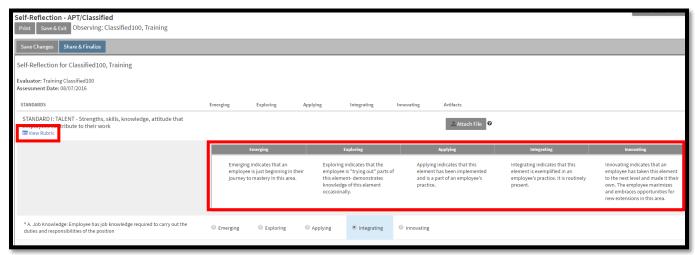


Click on "Start New"



- Begin to self-assess yourself for each standard and element by clicking the option you feel best describes your work
 - o HINT: click on the "View Rubric" link for descriptions of the choices

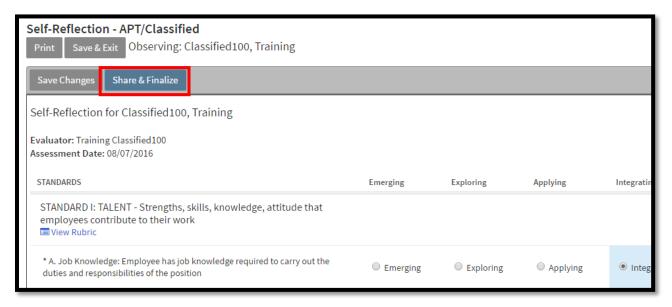




• When you are finished, click on "Save & Exit" if you are not complete and plan to return to the activity later. Click "Save Changes" to stay on the page and complete the activity.



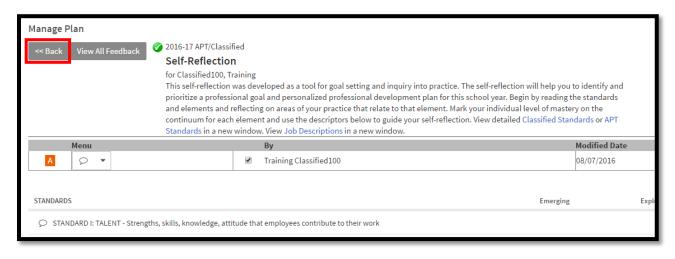
- Scroll to the top of the activity
- Click "Share & Finalize." This option allows your evaluator to review your responses and this notifies
 your evaluator through an email notification. It also means that you have completed the activity and
 cannot make additional changes.



Click "Exit"



Click "Back"



• To return to the Self-Reflection activity that you started and saved, click on the Self-Reflection and look for the action menu where you can select "Continue."

