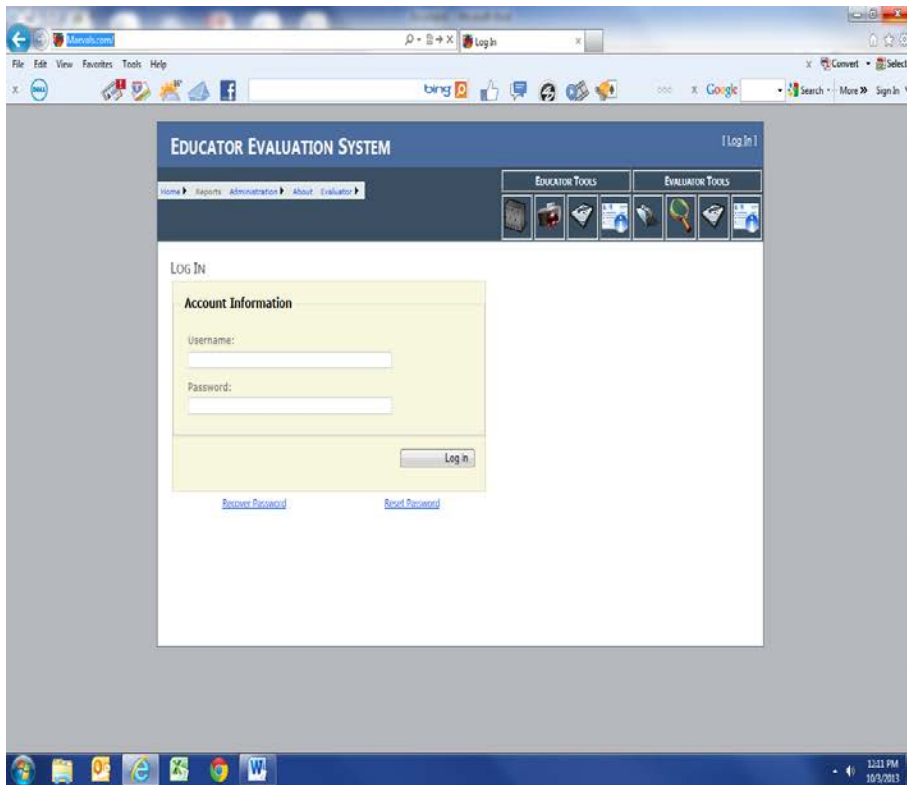
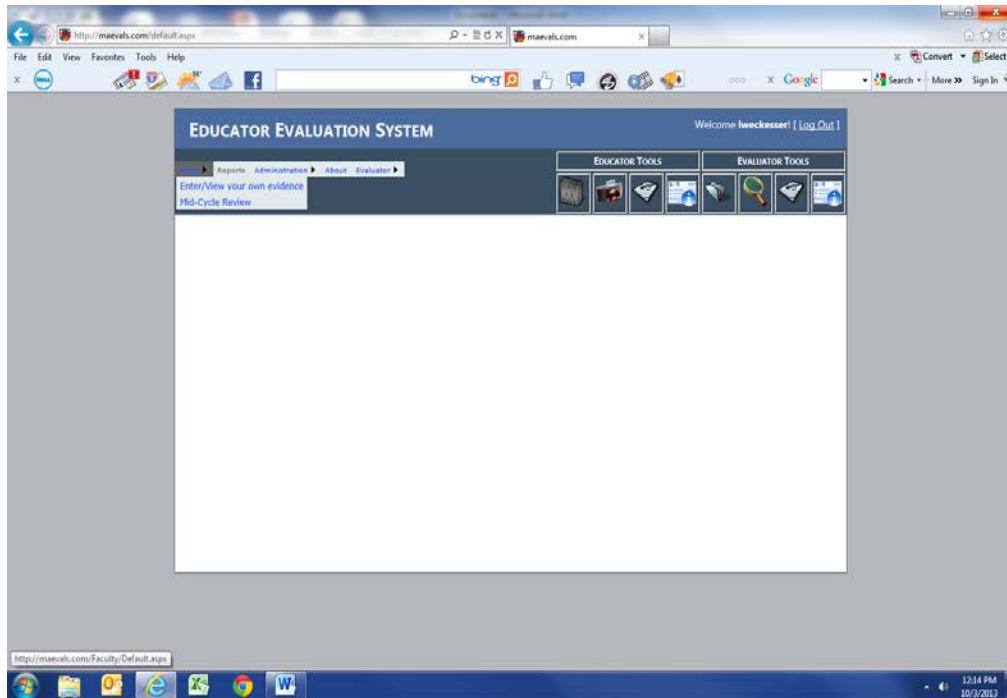


APPROVING YOUR EVALUATION PLAN

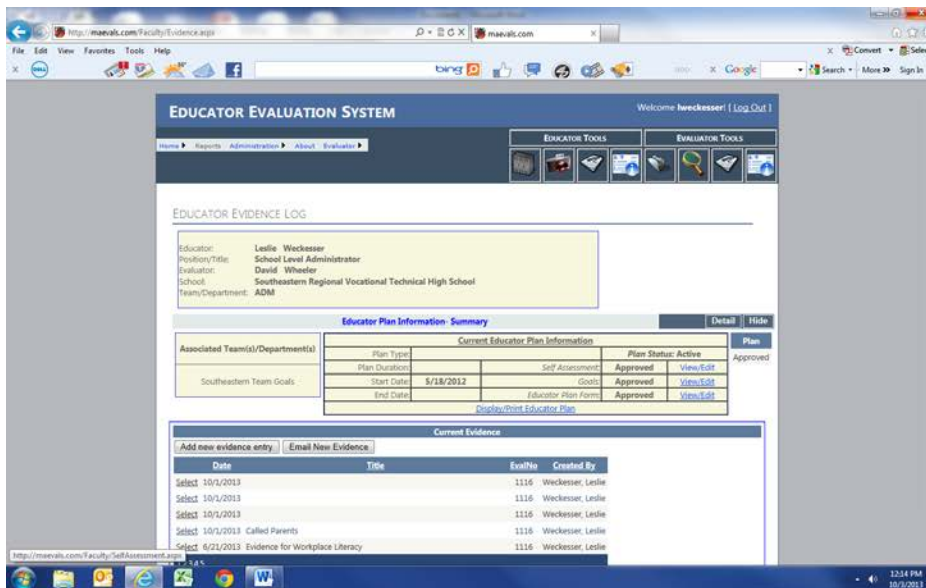
1. Type maevals.com into the web browser



2. Log in (try first initial last name) example lweckesser
3. Password (what you changed it to or try first initial last name) If you cannot remember, email Pat Cleary
4. Next go to the home and select Enter evidence:



5. Click on the view edit button
6. On the bottom, select submit self-reflection for approval



7. Go to the view edit section near the goals section and hit view edit
8. On the bottom, hit send for approval. It will ask you to do it again.
9. Finally, go to the Educator Plan form. Hit view edit Educator Plan form

EDUCATOR EVALUATION SYSTEM

Welcome **lweckesser!** [Log Out]

home | Reports | Administration | About | Evaluator

EDUCATOR TOOLS | EVALUATOR TOOLS

4

EDUCATOR PLAN FORM

Educator: **Leslie Weckesser**
 Position/Title: **School Level Administrator**
 Evaluator: **David Wheeler**
 School: **Southeastern Regional Vocational Technical High School**
 Team/Department: **ADM**

Educator Plan Information - Detail | Summary | Hide

Associated Team(s)/Department(s)	Current Educator Plan Information		
	Plan Type	Date	Plan Status: Active
Southeastern Team Goals	Plan Duration		
	Step 1: Self Assessment	Status: Approved	View/Edit
		11/26/2012	
		12/20/2012	
	Step 2: Goals Setting	Status: Approved	View/Edit
		11/7/2012	
		12/20/2012	
	Step 3: Educator Plan Form	Status: Approved	View/Edit
		10/3/2012	
	12/20/2012		

Display/Print Educator Plan

10. Hit Submit Educator plan button. It will ask you to do it again.