Creating your SMSU Teacher Performance Assessment Document in Livetext

In order to create your edTPA portfolio in Livetext, follow these steps:

1. On the Internet, go to http://livetext.com; log in with your username and password. Click on the '**Livetext Docs**' link.

2. Click **New** (with the green + sign)
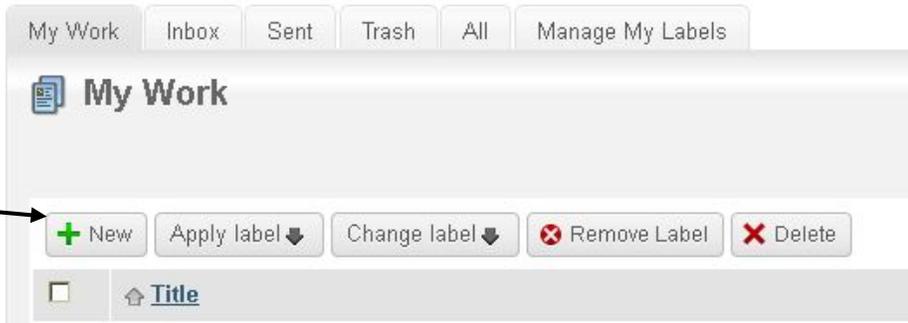
3. On the new page that comes up, select the EdTPA Templates folder:
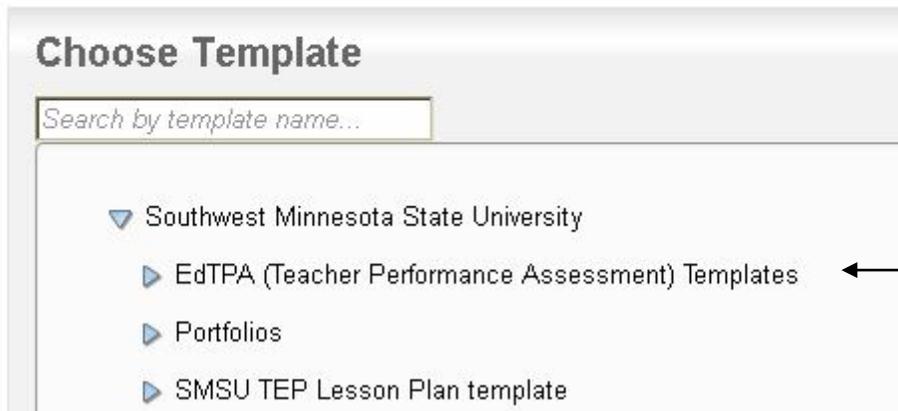
4. Choose your content area under the list in this menu

5. Next, click on the green 'Create Document' tab on the bottom right side:

Title:	National: edTPA Secondary Mathematics (Official 2016-2017)
Author:	Southwest Admin
Created on:	August 23, 2016
Modified on:	August 23, 2016

Template Outline

National: edTPA Secondary Mathematics (Official 2016-2017)

📄 Secondary Mathematics

- ⦾ Handbook
- ⦾ Templates
- ⦾ Task 1
- ⦾ Task 2
- ⦾ Task 3
- ⦾ Errata
- ⦾ Troubleshooting
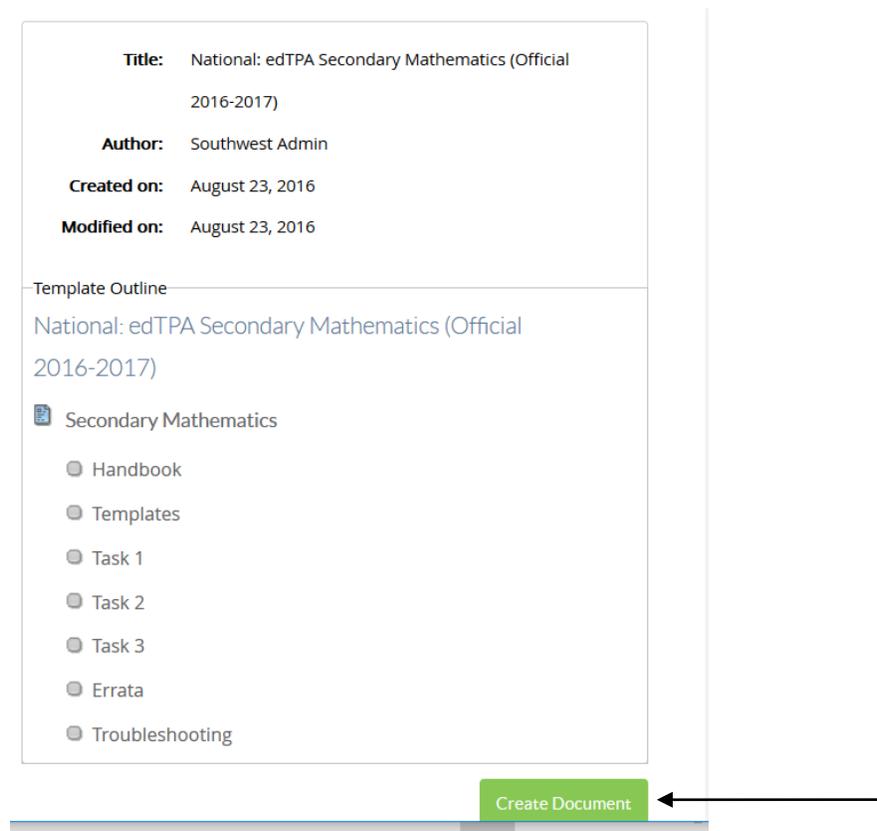
Create Document

6. You will be prompted to give a name to your document; use your name, such as 'Rhonda Bonnstetter: Secondary Mathematics EdTPA' , in the space provided:

Please provide a title

National: edTPA Secondary Mathematics (Official 2014-2015)

✔ OK   ✗ Cancel
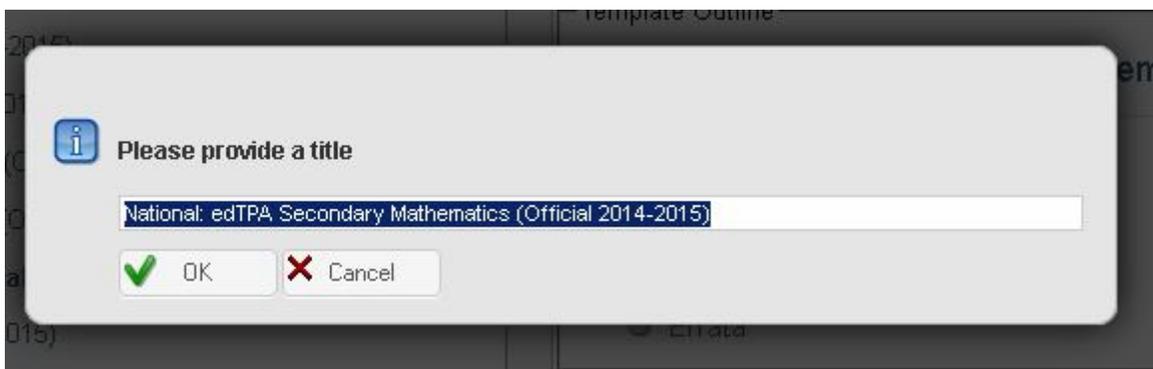
7. After creating your EdTPA portfolio the first time, it will be found under the Documents tab along with your SMSU Teaching Portfolio each time you log into your Livetext account. You will add all items to your edTPA by going under Livetext Docs and selecting your portfolio to open it.