

Candidate Guide

SMSU Clinical Experience Placements

Student Learning and Licensure (SLL)

The SMSU School of Education has adopted Student Learning and Licensure (SLL) a Watermark Product as our candidate data management system. We previously utilized LiveText which is a product that the company is “sunsetting” therefore creating the need for a new system.

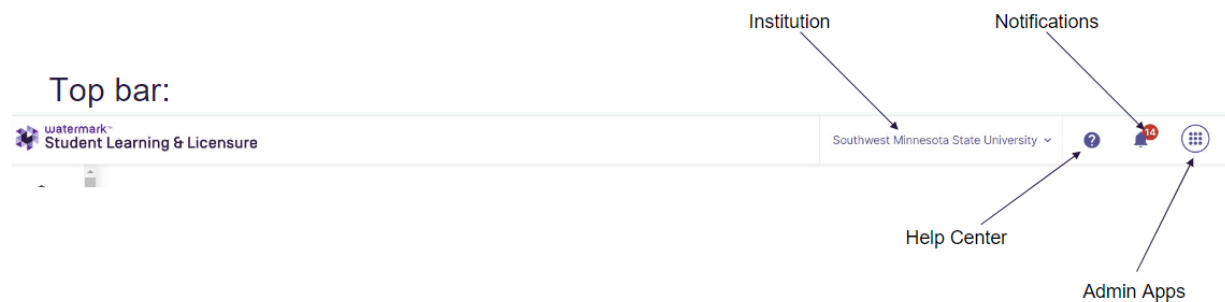
If you had previously purchased LiveText you will still have access for the term of your subscription. This means if you have portfolio items or other documents in LiveText that you want access to, you will still have that access.

This is a new system for all stakeholders including all professors, the Office of Placement and Licensure staff, cooperating teachers, university supervisors and candidates. Please view the guides and videos to familiarize yourself with the system.

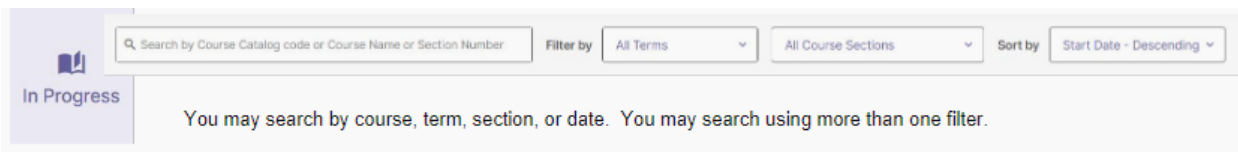
Sign in directions:

1. Go to <https://login.watermarkinsights.com/> or <http://www.sll.watermarkinsights.com/>
2. First time signing in you might need to create a password. Subsequent sign ins enter the password you created.
3. Enter your email address (@my.smsu.edu).
4. If prompted to choose a product, select "Student Learning and Licensure".

Notice the top bar when you log in. Make sure it indicates you are a part of Southwest Minnesota State University. You may also use the question mark to find help navigating the system. The bell will have notifications for you if an activity is due since the last time, you logged in.



Upon logging in you should land on your “In Progress” page. You will notice on the left side of your screen the “In Progress” tab is highlighted. On this screen you will notice you can search by course number and semester. This is especially important to make sure you are submitting activities for the current semester.



Adding and Submitting Work:

- Submitting an activity (assignment) in Student Learning and Licensure
- Verifying an activity (assignment) has been submitted
- Submitting time log entries

E-Portfolios:

- Creating an e-portfolio
- Sharing an e-portfolio

Time Logs:

Reference your syllabus for the number of hours needed for each clinical experience. Use the SLL time log to enter your hours using the different categories: planning, instructing, assessing, & other. All your hours need to be approved by your cooperating teacher (CT) before you can earn a grade for the course.

Due Dates:

Reference your syllabus for specific due dates for activities as the dates in SLL are availability dates rather than true due dates.

Classroom Demographics:

For every placement you will need to complete the classroom demographics activity. This is information the state of MN dictates we must collect. Please indicate if the classroom you are placed in has less than 10% or more than 10% for each diversity category. We know many schools will not disclose financial status information, so you may choose the N/A option for that category. For those that have more than 1 classroom, section, group of students in their placement, please combine all the students you have contact with into one big “classroom” for the classroom demographics activity.

Cooperating Teachers:

It is a good idea to make sure your cooperating teacher can log in to SLL and knows how to approve your hours and complete your evaluation before your last day in their classroom. You can't earn a grade for the course without these completed and it is hard to track down a CT after you have completed your hours in their classroom.