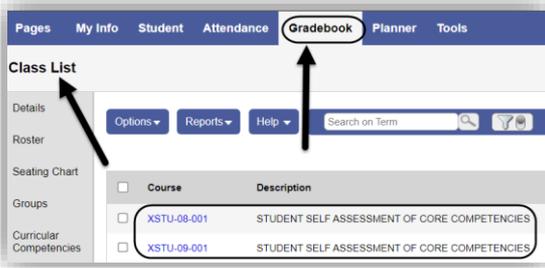


In MyEducation BC, students enrolled in specific courses can submit Student self assessment documents for teachers to be evaluated as part of their overall grade. Files used for assessments could be a word documents, story, drawing or video. Students need to be enrolled either course by the school office:
 XSTU-(KF-12) for English courses
 XAE--(K-12) for French courses



Steps:

Teachers require access to the Task widget in staff view. Enable Tasks widget by selecting Set Preferences > Home > ensure Tasks is checked. This only needs to be done once.



Workflow:

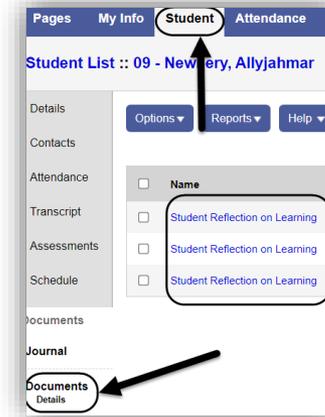
Teacher requests students to submit file as their student self assessment.

Student/parent portal accounts? Yes

1. Using Task widget, select student submitted file
2. Upload file to your computer, review contents, then Approve or Reject
3. **If Approved**, task is removed for Task Widget and document is stored in student profile
4. **If Rejected**, enter reason, student is notified to resubmit

Student/parent portal accounts? No

1. Teacher loads file manually for each student using Student TT, locate student. Select Documents ST>Option>Add.
2. File is then viewable by Parents and other school users (admin/counsellors).



Westview Secondary SD42 Page 1 of 1
 Students Missing Self Assessment Document
 Linzi Bergum
 XSTU-08-001 - STUDENT SELF ASSESSMENT OF CORE COMPETENCIES 20-Aug-2023 2:08 PM

Page #	REN	Legal Name	Usual Name
1027980	138912767	Abujerd, IyaskAyisrael	Abujerd, Iyask
1212167	120234059	Alkawasaleh, JadyaPalmet	Alkawasaleh, Shalsh
1489032	138843630	Bradyyolterana, Alicia	Bradyyolterana, Alicia
2614607	160366601	Bing, Czarulin	Bing, Pajay
2632192	191320886	Cupyk, Saranga	Cupyk, Saranga
1489201	138212053	Devililagen, AkhHalagiel	Devililagen, Alik
1382786	138093361	Egloff, XerouAlesyar	Egloff, Xerou
1472603	138131639	Kardashov, KaramaroubiAndaethere	Kardashov, Karamaroubi
1225875	120320064	Mahamud, AndreibouAygyshabiale	Mahamud, Andreibou
1491572	138952220	Neukoussi, PaulastorKashil	Neukoussi, Paulastor
1482732	138350846	Orterago, AeryRial	Orterago, Kiran
126586	126787220	Ravasio, VitthalVary	Ravasio, Vitthal
1476872	138227363	Serafararanga, LethebinMayin	Serafararanga, Lethebin
1027456	138911750	Thomayer, Adonastoravalemtia	Thomayer, Adona
1122281	132193303	Vindigumar, DongvanhEnging	Vindigumar, Saet
1471135	138098949	Wakouhi, ObastorePajay	Wakouhi, Obastore
1484321	138734222	Whaleycampbell, JordanKilly	Whaleycampbell, Jordan
125238	136581193	Zemakishi, TahiraAbdyjane	Zemakishi, Tahira

Reports:

Student Missing Self Assessment Document report can be used to identify students without a submitted file. This report can be found in the following areas in MyEd:

1. Student TT>Reports>Students Missing Self Assessment Document
2. Gradebook TT>Reports>Students Missing Self Assessment Document
3. Gradebook TT>Scores ST>Reports >Students Missing Self Assessment Document