

## TeachPoint Directions

Go to : <https://tp1.goteachpoint.com>

Type **bsd** (all lower case)

Type your normal user name  
that you use to log into your  
computer

# TeachPoint

[Forgot your password?](#)

Thanks for your support!

Proud to be recognized as **"Readers'  
Choice Top Product"** by District  
Administration Magazine,  
two years running.

Click on Forgot your password

If this pops up just enter your school  
email address and click on resend.

### Having trouble signing in?

Your email address:

[Back to login](#)

You will receive an email with a TeachPoint link. Click on the link and reset your password. This will set up your account and take you to the TeachPoint log-in screen again. Just log-in and then you will be taken to the main page.

# TeachPoint

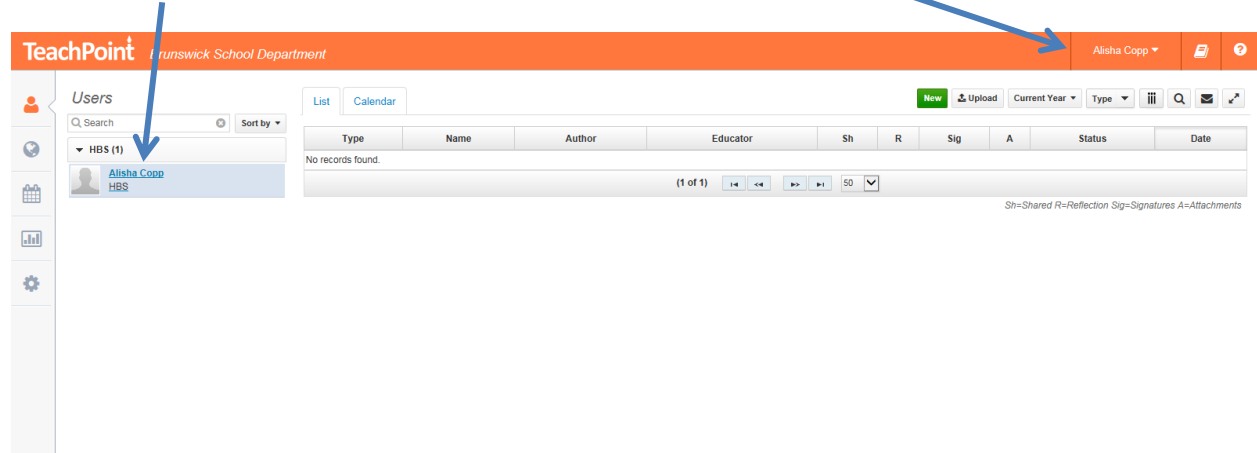
[Forgot your password?](#)

Thanks for your support!

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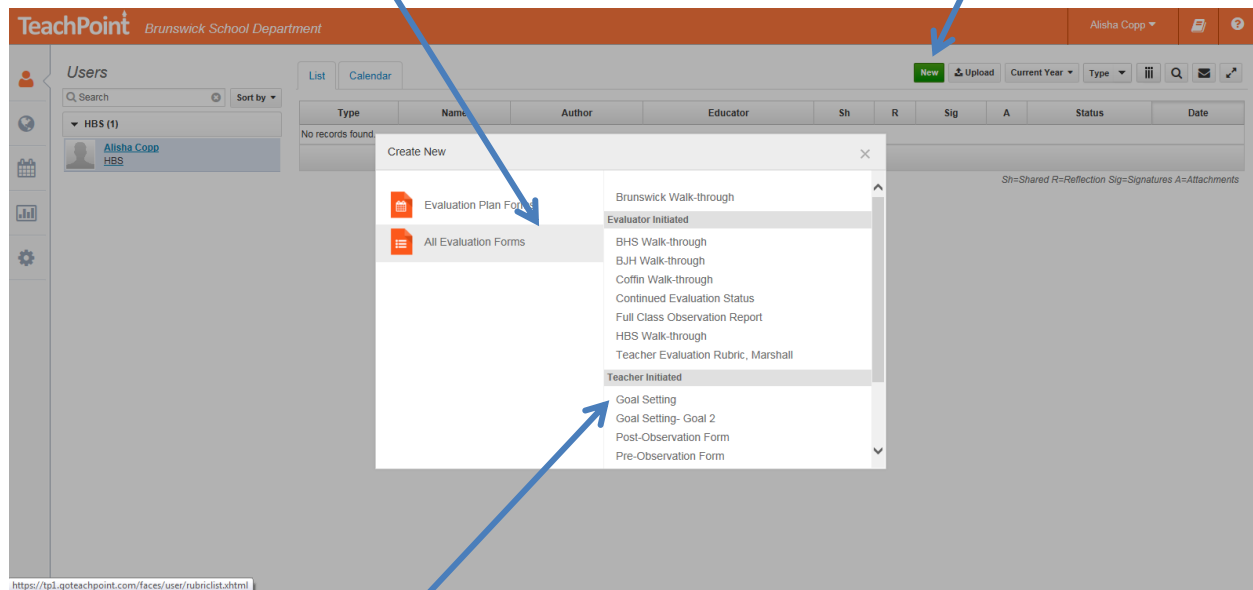
## TeachPoint Directions

The main page looks like this. . . You should see your name in the upper right hand corner and to the left as well..



You will need to set up the forms to write up your goals and select your indicators. First select the green NEW button. Once you make this selection, the screen below will appear.

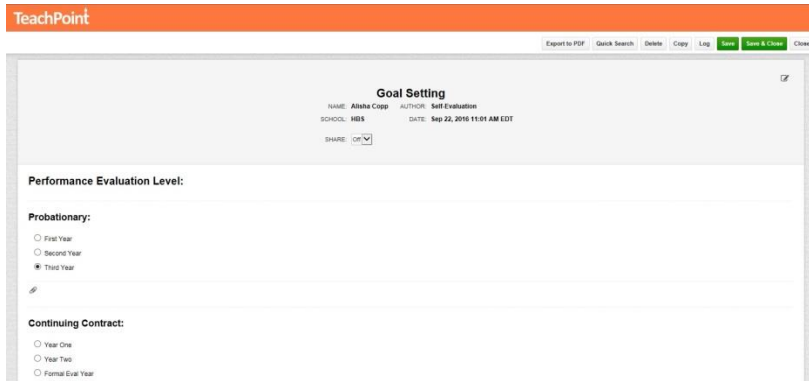
Select the "All Evaluation Forms" tab.



Now select "Goal Setting"

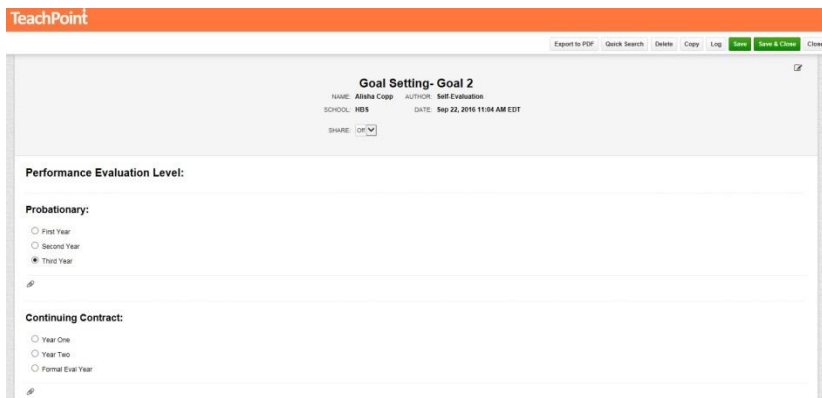
## TeachPoint Directions

Click on which evaluation year you are currently in and select **save and close**.



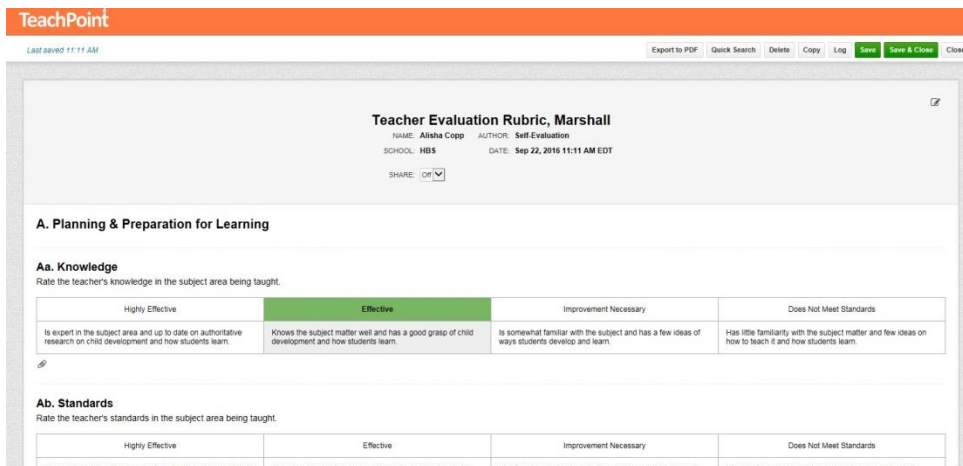
The screenshot shows the 'Goal Setting' form in TeachPoint. At the top, there is a header with the TeachPoint logo and navigation buttons: 'Export to PDF', 'Quick Search', 'Delete', 'Copy', 'Log', 'Save', 'Save & Close', and 'Close'. Below the header, the form title is 'Goal Setting'. Metadata includes: NAME: Alisha Copp, AUTHOR: Self Evaluation, SCHOOL: HBS, and DATE: Sep 22, 2016 11:01 AM EDT. There is a 'SHARE' button with a dropdown arrow. The main content area is titled 'Performance Evaluation Level:' and contains two sections: 'Probationary:' with radio buttons for 'First Year', 'Second Year', and 'Third Year' (the 'Third Year' option is selected); and 'Continuing Contract:' with radio buttons for 'Year One', 'Year Two', and 'Formal Eval Year'.

Select "Goal Setting – Goal 2" - Click on which evaluation year you are currently in and select **save and close**.



The screenshot shows the 'Goal Setting-Goal 2' form in TeachPoint. The header and navigation buttons are identical to the previous screenshot. The form title is 'Goal Setting-Goal 2'. Metadata includes: NAME: Alisha Copp, AUTHOR: Self Evaluation, SCHOOL: HBS, and DATE: Sep 22, 2016 11:04 AM EDT. There is a 'SHARE' button with a dropdown arrow. The main content area is titled 'Performance Evaluation Level:' and contains two sections: 'Probationary:' with radio buttons for 'First Year', 'Second Year', and 'Third Year' (the 'Third Year' option is selected); and 'Continuing Contract:' with radio buttons for 'Year One', 'Year Two', and 'Formal Eval Year'.

Select 'Teacher Evaluation Rubric-Marshall' – You will be selecting 10 indicators when you are ready from the 6 domains. In order to save the document to work on later, you will need to select one indicator by simply clicking on it, save and close. You can change this later by clicking on it again.



The screenshot shows the 'Teacher Evaluation Rubric, Marshall' form in TeachPoint. The header and navigation buttons are identical to the previous screenshots. The form title is 'Teacher Evaluation Rubric, Marshall'. Metadata includes: NAME: Alisha Copp, AUTHOR: Self Evaluation, SCHOOL: HBS, and DATE: Sep 22, 2016 11:11 AM EDT. There is a 'SHARE' button with a dropdown arrow. The main content area is titled 'A. Planning & Preparation for Learning' and contains two sections: 'Aa. Knowledge' and 'Ab. Standards'. Each section has a table with four columns representing performance levels: 'Highly Effective', 'Effective', 'Improvement Necessary', and 'Does Not Meet Standards'. The 'Effective' column is highlighted in green in the 'Aa. Knowledge' section. The 'Highly Effective' column is highlighted in green in the 'Ab. Standards' section.

Highly Effective	Effective	Improvement Necessary	Does Not Meet Standards
Is expert in the subject area and up to date on authoritative research on child development and how students learn.	Knows the subject matter well and has a good grasp of child development and how students learn.	Is somewhat familiar with the subject and has a few ideas of ways students develop and learn.	Has little familiarity with the subject matter and few ideas on how to teach it and how students learn.

Highly Effective	Effective	Improvement Necessary	Does Not Meet Standards
Has a detailed plan for the year that is tightly aligned with both	Plans the year so all students will meet both standards and ha	Has some loose thoughts about how to meet both standards	Plans lesson by lesson and has little familiarity with state

## TeachPoint Directions

Remember that the rubrics have six domains covering all aspects of a teacher's job performance:

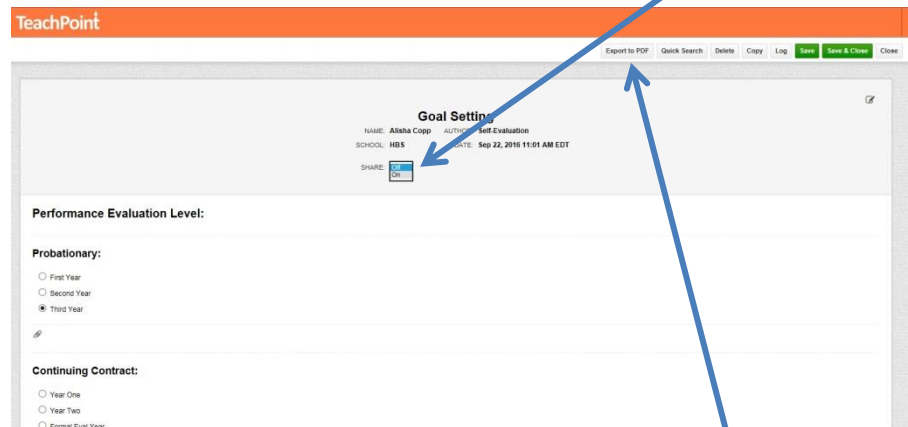
1. Planning and Preparation for Learning – **select 2 indicators**
2. Classroom management – **select 2 indicators**
3. Delivery of Instruction – **select 2 indicators**
4. Monitoring, Assessment, and follow-Up – **select 2 indicators**
5. Family and Community Outreach – **select 1 indicator**
6. Professional Responsibilities – **select 1 indicator**

Now your TeachPoint page should look like this . . .



Now you can work on your goals and make your selection for indicators. Once you have your initial goals and indicators selected **do not sign** until your evaluator reviews them. You can let your evaluator know the goals and indicators are ready for review simply by putting the share **button on**. They will receive an email telling them your goals and/or indicators are ready for review.

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Tips: Once you complete your goals and indicators export them to your desktop as a PDF.

**If you make a mistake, it is okay. Just let your evaluator know and adjustments can be made. We are all learning together.**