

3. On the right of the screen, you will see the list of your evaluations under Field Experience Forms: Student Attendance, Midterm Evaluation, and Final Evaluation. Click on the hyperlink for one of the evaluations to begin your assessment.



5. After you have completed your evaluation, you can use the buttons at the bottom right of the screen either to **Save** and return to your work at a later time or to mark the assessment as **Complete**.



6. When you have finished all your assessments for the semester, go to the split-screen view and choose the green **Submit** button at the top right of the screen.

