

Instructions for Completing the Student Score Sheet for your SLO Goal Accomplishment (Note: If a dialogue box appears after opening up the spreadsheet indicating a circular reference error, please click **Ok** and disregard the message.)

1. Log in to Cornerstone at <https://dallasisd.csod.com/> using your EAD credentials.
2. Hover your mouse over the **Performance** tab and select **Performance Reviews**. Select **My Personal Reviews**. On the far right, click on the **paper clip** and then download your SLO Goal Setting Scoresheet.

Review	Review Period	Start Date	Completion Date	Task Status	Rating	Attachments
2018-2019 TEI SLO Goal Accomplishment	8/20/2018 - 6/1/2019	3/5/2019	Not Started	Not Started		
2018-2019 TEI SLO Goal-Setting	8/20/2018 - 6/1/2019	8/27/2018	9/3/2018	Complete		



3. Open the file.

4. Fill in the highlighted columns below (G, H, & I). These columns include: Outcome Assessment Date, Outcome Assessment Score, and Outcome Assessment Max Points.

Student Name/ID	Baseline Assessment Date	Baseline Assessment Score	Baseline Assessment Max Points	Growth Target (Enter the projected point increase)	Outcome Assessment Date	Outcome Assessment Score	Outcome Assessment Max Points
Student A	27-Aug-18	70.0	100.0	100.0			
Student B	27-Aug-18	90.0	100.0	90.0			
Student C	27-Aug-18	60.0	100.0	150.0			
Student D	27-Aug-18	55.0	100.0	250.0			
Student E	27-Aug-18	85.0	100.0	100.0			

5. For questions about SLO attendance, please refer to the document from the TEI website (click on link to download): [More About the Student Learning Objective](#)

6. Roll the cursor over Eligible Based on Attendance, and select Yes, No, or Withdrawn from the drop-down menu.

7. The spreadsheet will automatically populate ALL purple columns along with the summary calculations in the yellow box.

Student Score Sheet (Teacher Name, Subject Area)	
Students Eligible for Growth Calculation =	5
Eligible Students Meeting Target =	4
Percent Eligible Students Meeting Target =	80.00

Proximity to target	Eligible Based on Attendance?	Did Student Meet Target?	Eligible Students Meeting Target
5.00	Yes	Yes	Yes
(5.00)	Yes	No	No
20.00	Yes	Yes	Yes
5.00	Yes	Yes	Yes
5.00	Yes	Yes	Yes

8. Click Save.



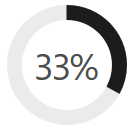
9. Upload this spreadsheet as an artifact in the SLO Accomplishment window in Cornerstone. Follow the instructions listed in the task for correct submission of this component.

2018-2019 TEI SLO Goal Accomplishment

Options ▾



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8/20/2018 - 6/1/2019



SLO Goal Accomplishment: Artifacts



To complete your 2018-2019 Student Learning Objective (SLO) accomplishment, select **Options > Add Attachments** to submit the completed SLO Student Score Sheet.

Remember, the completed SLO Student Score sheet must be uploaded here for SLO accomplishment to be scored by the appraiser.

Additional resources are linked below:

- SLO Rubric
- SLO Quick Reference Card
- SLO Student Score Sheet

I have uploaded my completed SLO Student Score Sheet by selecting Options > Attachments on this page.

Select ▾

- ✓ Select
- Yes
- No

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Save and Exit

Save and Continue