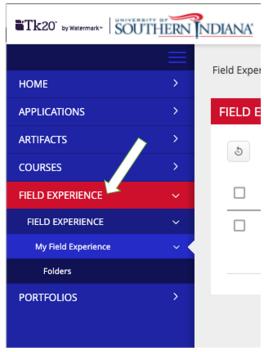




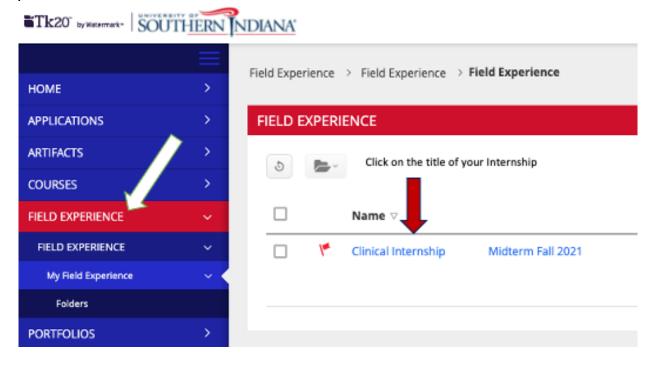
# Clinical Intern Tutorials Midterm Activities

#### Instructions on How to Access the Midterm Binder

- 1. Log in to Tk20 from my.usi.edu
- 2. Click on "Field Experience" on the left-hand menu



3. Click on "Clinical Internship (your major) Midterm" followed by the semester to access your Midterm Binder



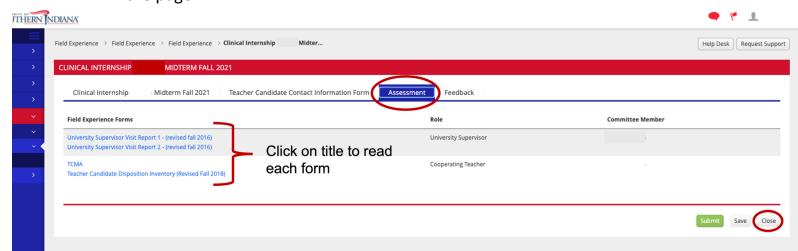




# Clinical Intern Tutorials Midterm Activities

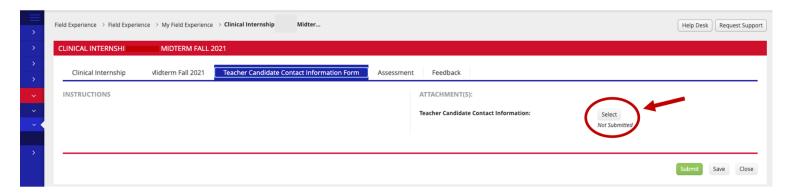
# Instructions on How to Access Assessments from the Cooperating Teacher and the University Supervisor

- 1. Click on the "Assessment" tab within Field Experiences
  - a. You should see four assessments
    - i. University Supervisor Visit Report 1
    - ii. University Supervisor Visit Report 2
    - iii. TCMA
    - iv. Teacher Candidate Disposition Inventory
  - b. Click on the title to view and read the four assessments
  - c. Once you are done reading, click on "Close" on the bottom right-hand corner of the page



### Instructions on How to Complete the Teacher Candidate Contact Information Form

- 1. Click on the "Teacher Candidate Contact Information Form" within Field Experiences
- 2. Click "Select"

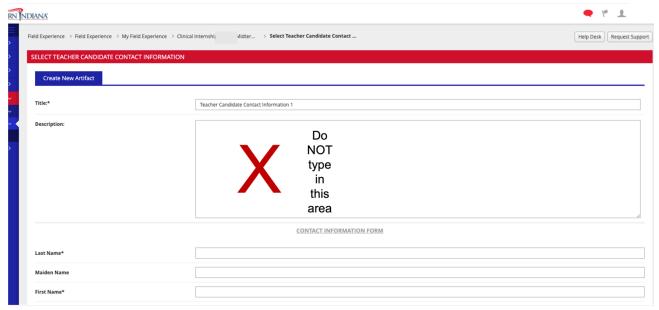






# Clinical Intern Tutorials Midterm Activities

- 3. The Contact Information Form will open up
  - a. **DO NOT** type anything into the box labeled "Description"



- b. Fill out the rest of the contact information (name, address, phone, email, content area, degree, semester of graduation, etc.)
- c. **DO NOT** attach anything to the "Attached Documents" section
- d. Once done, click " $\mathbf{Add}$ " in the bottom right-hand corner of the screen



- 4. You will be directed back to the "Teacher Candidate Contact Information Form" tab
- 5. Click on "Submit" in the bottom right-hand corner of this screen



If you have any questions about the Midterm Activities contact the Director of Clinical Internships, Mrs. Joyce Rietman at <a href="mailto:jrietman@usi.edu">jrietman@usi.edu</a>.