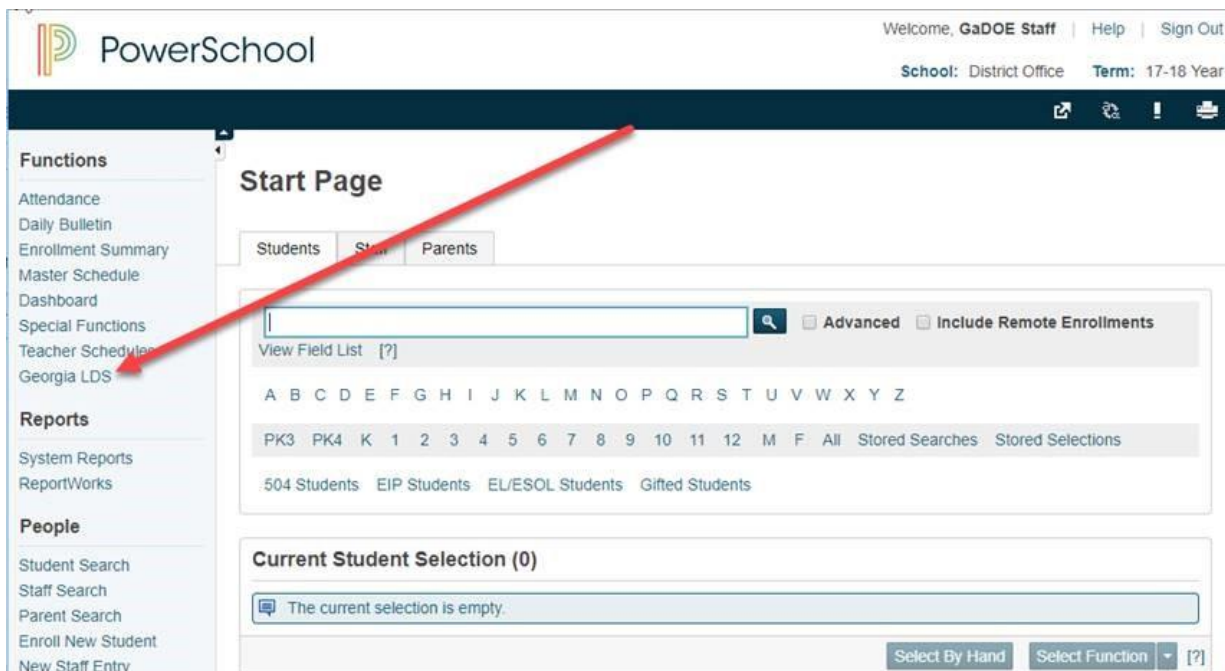
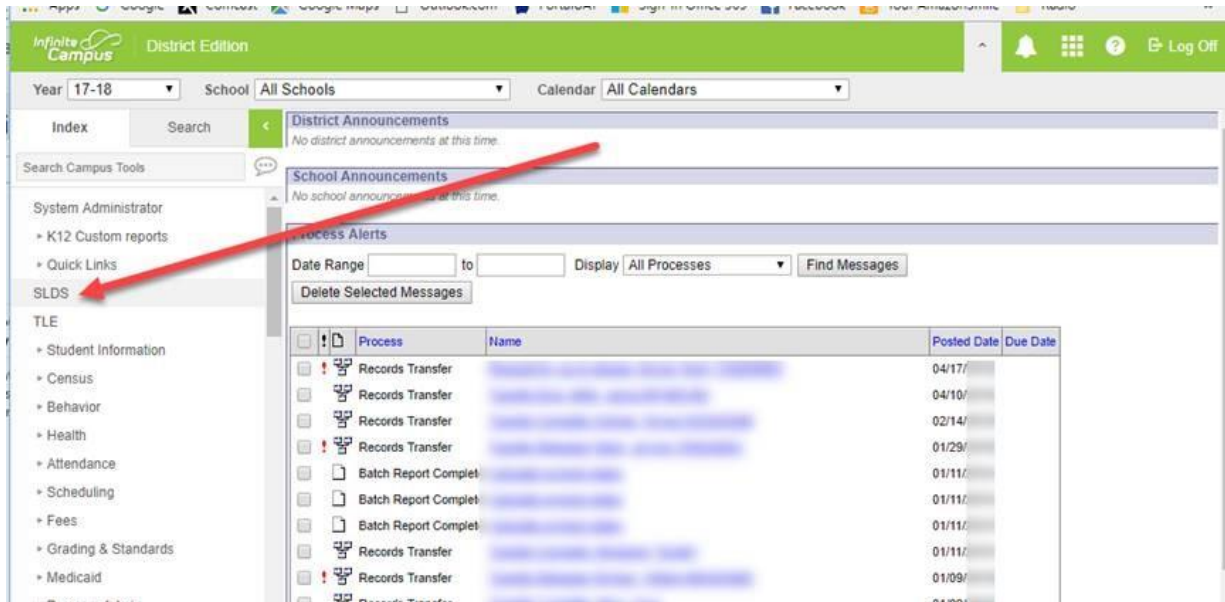


Navigating to My Staff Evaluations


To access TKES/LKES:

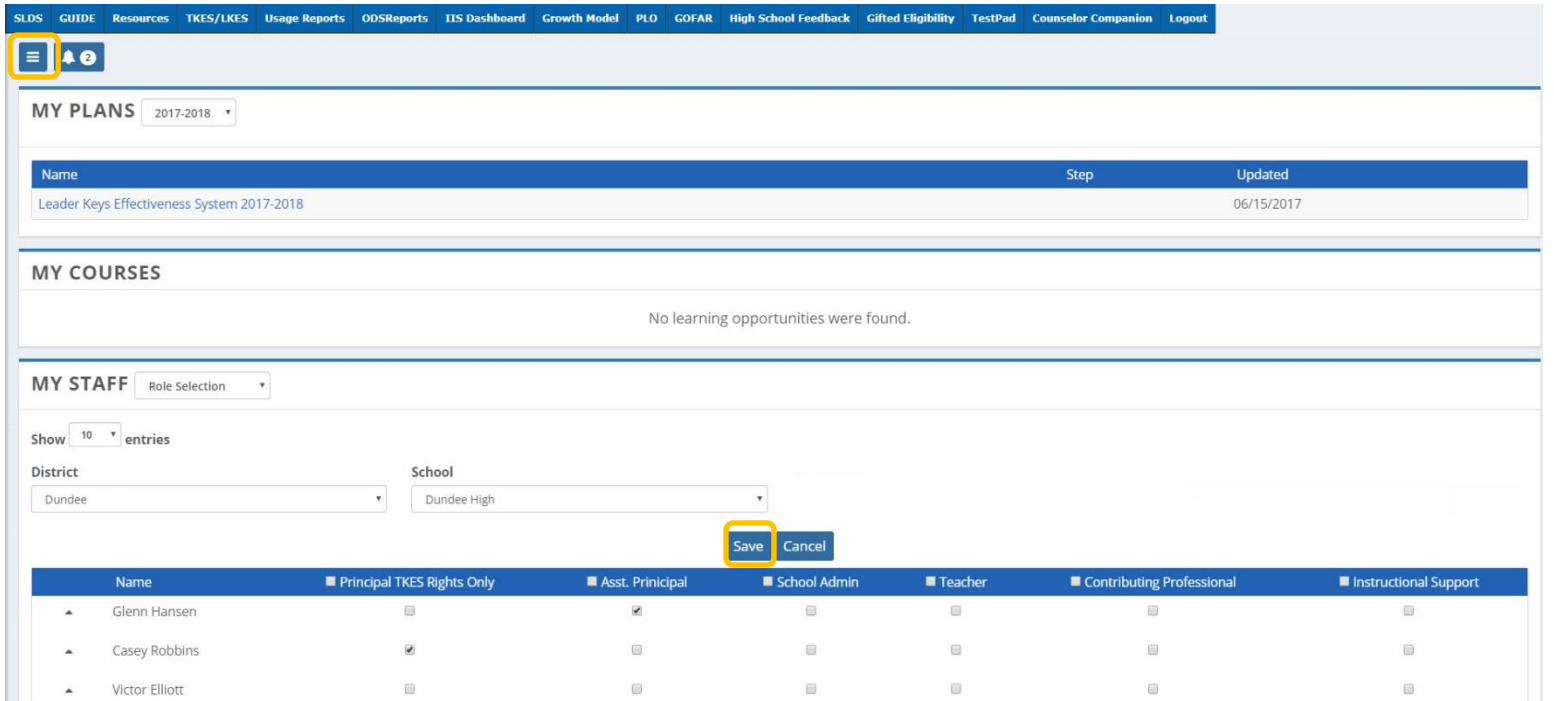
1. Log on to your Student Information System (SIS). Based on your SIS vendor, your screen may differ.
2. Select the Statewide Longitudinal Data System (**SLDS**) or applicable link. The SLDS main window appears.



- Click the **TKES/LKES** button on the SLDS tool bar menu. The **TKES/LKES** main window appears.

- Click on the **Menu**  icon.

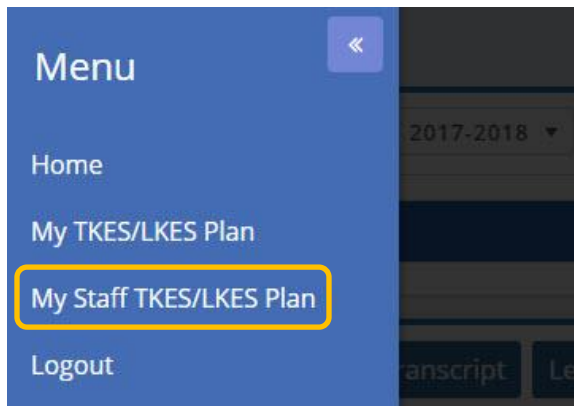
 The **Save** button applies changes *only* to that specific page.



The screenshot shows the TKES/LKES main window with a navigation bar at the top containing buttons for SLDS, GUIDE, Resources, TKES/LKES, Usage Reports, ODSReports, IIS Dashboard, Growth Model, PLO, GOFAR, High School Feedback, Gifted Eligibility, and TestPad. The main content area is divided into sections: MY PLANS (showing a plan for 2017-2018), MY COURSES (with a message that no learning opportunities were found), and MY STAFF (with filters for District and School, and a table of staff members with checkboxes for various roles). A yellow box highlights the menu icon in the top left, and another yellow box highlights the Save button above the staff table.

Name	Principal TKES Rights Only	Asst. Principal	School Admin	Teacher	Contributing Professional	Instructional Support
Glenn Hansen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Casey Robbins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victor Elliott	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Select **My Staff TKES/LKES Plan** from the menu.



6. Click on a name from the roster.

MY STAFF TKES/LKES PLAN

Show 10 entries

Status	Name	Plan Type	Program	Location	Started	Last Updated
●	Amber French	Full Plan	Teacher Keys Effectiveness System 2017-2018	Baker Elementary	2/9/2018	2/28/2018
●	Owen Allen	Flexible Process Plan	Teacher Keys Effectiveness System 2017-2018	Baker Elementary	7/26/2018	2/27/2018
●	Bernice Soto	Flexible Process Plan	Contributing Professionals Plan 2017-2018	Baker Elementary	7/26/2018	2/8/2018
●	Mitchell Bowen	Flexible Process Plan	Teacher Keys Effectiveness System 2017-2018	Baker Elementary	2/8/2018	2/8/2018
●	Courtney Hudson	Full Plan	Teacher Keys Effectiveness System 2017-2018	Baker Elementary	2/8/2018	2/15/2018
●	Shelia Harrison	Flexible Process Plan	Teacher Keys Effectiveness System 2017-2018	Baker Elementary	1/3/2018	2/1/2018
●	William Ramirez	Flexible Process Plan	Contributing Professionals Plan 2017-2018	Baker Elementary	10/9/2017	2/7/2018
●	Marlon Larson	Flexible Process Plan	Contributing Professionals Plan 2017-2018	Baker Elementary	2/8/2018	2/8/2018
●	Lindsay Reeves	Full Plan	Teacher Keys Effectiveness System 2017-2018	Baker Elementary	1/22/2018	2/3/2018
●	Tina Hicks	Flexible Process Plan	Teacher Keys Effectiveness System 2017-2018	Baker Elementary	1/26/2018	2/21/2018

Showing 10 out of 100 entries

« 1 2 3 4 5 »

7. The applicable TKES plan is displayed.

☰ 🏠 🖨

● Not Started ● In Progress ● Complete ● Reopened

Evaluation View

👤 Evaluation for: Amber French

📄 Plan Type: Full Plan

Teacher Keys Effectiveness System 2017-2018 (Full Plan)

TEACHER KEYS EFFECTIVENESS SYSTEM

Comments (Full Plan) ▲

🌿 Orientation (Full Plan) Last Status Update - 07/26/2017 @ 12:47 PM

🟢 Orientation ▲