## Watermark Student Learning & Licensure

**Outside Mentors Evaluations** 

**Advanced Final Evaluation of Field Placement** 

BSW/Foundation MSW Final Evaluation of Field Placement

- Both above listed evaluations are filled out by the Mentor as designated
  - There is a rubric attached and they must fill this out
    - There is an area to give feedback
    - A space to give a grade recommendation

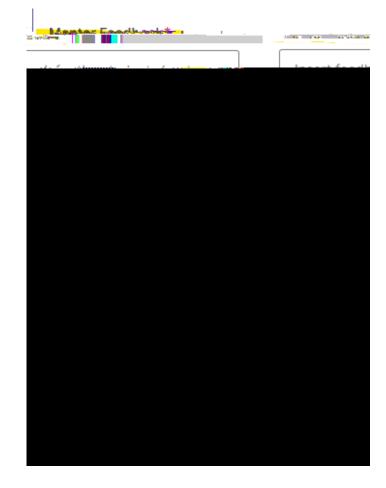
## **Evaluation Process Step 1**

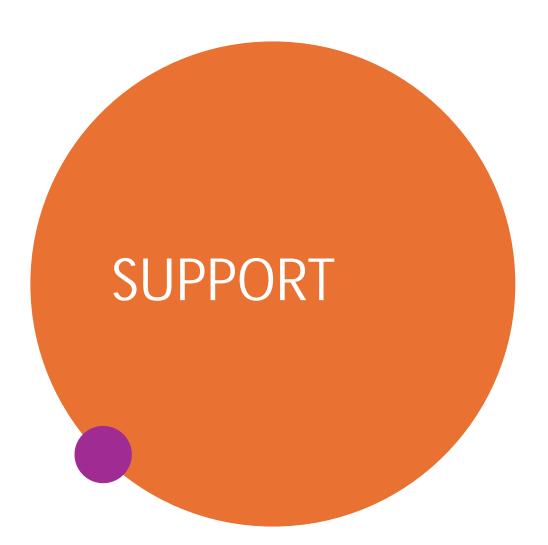
When you go into the Activities Click on View details Click on your assigned student



## **Evaluation Process Step 2**

When in the assessment Make sure MENTOR is in the title **Click View Rubric Details** Here you can evaluate, and comment DO NOT EXIT WITHOUT HITTING SAVE & CLOSE AND ALSO HIT SAVE WHEN YOU ARE OUT Hit SUBMIT when it is ALL completed AssessmenertRere Mentor feedback and recommended grade are below the rubric on the right side





If you have any issues with the system, there are two resources. If no one is available or it is after business hours, please call Watermark support listed below.

The number is 1-800-311-5656 Option 1 for Student Learning and Licensure Option 2 for Faculty, Staff or Cooperating Mentor

If it is during business hours, you can contact me, and we can set up a zoom if necessary.