



Dear University Mentors,

Hope this email finds you well! Please see below important information:

Insight Advance

Video recording schedule posted each term via TEAMS

Presentation deck click [here](#)

Step-by-step observation guide attached

Technical support: support@insightadvance.com

Candidates need many reminders and words of encouragement to submit their teaching videos (also known as the Progress Assessment) to IA, so please don't hesitate to send many, many reminders to submit this CTC required documentation. Many thanks for your help on this.

Clinical Practice, introduction to the edTPA, grading expectation

Video Schedule posted each term via TEAMS.

This 40-minute presentation is heavy in terms of edTPA and also covers general CP logistics and a grading expectation. Presentation deck attached.

One Drive (MS/SS instructors Only), including alternative assignments for private school + long term sub positions

The One Drive for CP has been shared with you. Please let me know if you still do not have access. As of today, I do not have access to candidate rosters, so candidates may need you to provide them with the following documentation NOT available on Canvas:

- student teaching log
- intern support/supervision log + directions
- quarterly assessment
- Professional Disposition Checklist

Welcome email suggestion

If you have not already done so and you have access to your course rosters, please consider sending out a welcome email to your class to introduce yourself, your grading + late policy expectations.