

# Faculty Guide to STUDENT LEARNING & LICENSURE (SL&L)

October 2024

Login: <https://login.watermarkinsights.com/connect/universityoffindlay>

You can also find the login link at <https://www.findlay.edu/intranet/> by scrolling down to the “Tools” section. The link is the final item in that section.

## LOGIN TROUBLESHOOTING

If you used Taskstream in the past, your browser may contain remnants of previous logins that prevent successful SL&L access. Please clear your browser cache and use Internet Explorer, Google Chrome, or Mozilla Firefox for SL&L login.

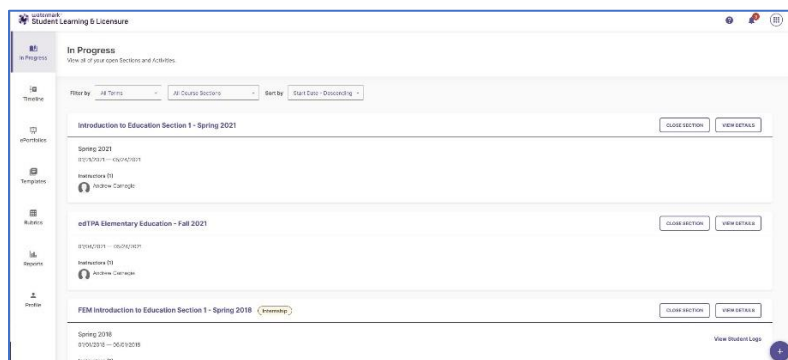
*Instructions for clearing browser cache:*

1. Open browser of choice
2. press **Ctrl + Shift + Delete** simultaneously to open the “Clear browsing data and cookies” window
3. Ensure the following boxes are checked: History, Cookies and site data, Temporary cached files and pages
4. Select **Clear**
5. Paste <https://login.watermarkinsights.com/connect/universityoffindlay> into the search bar to access SL&L

Still not able to access the system? Email [ir@findlay.edu](mailto:ir@findlay.edu). Please include your full name as it appears in Workday and your UFID#.

## INITIAL SCREEN

Your initial screen in SL&L will display your current and future courses. On this **In Progress** page, click a course title to access the ability to review your roster and assess assignments.



## **REVIEW YOUR COURSE ROSTER**

Review your student roster by clicking on the **MEMBERS** tab. If a student is missing from your roster, please email [ir@findlay.edu](mailto:ir@findlay.edu) with the student's full name and email. We are tracking missing students to improve future uploads.

The screenshot shows the 'MEMBERS' tab in the Canvas LMS interface for the course 'Intro to Education'. The interface is divided into two main sections: 'Additional Assessor' and 'Student'. Each section has a table with columns for NAME, USER ID, and EMAIL. The 'Additional Assessor' section lists two assessors: Danielle De Barbarac (USER ID: ddb123, EMAIL: ddebarbarac@mallinator.com) and Layne Smith (USER ID: smith75, EMAIL: smith75@mail.livetext.edu). The 'Student' section lists three students: Madeline Bailes (USER ID: bailesm2, EMAIL: bailesm2@mail.livetext.edu), Madison Gardin (USER ID: gardinm2, EMAIL: gardinm2@mail.livetext.edu), and Karli Shelton (USER ID: sheltonk6, EMAIL: sheltonk6@mail.livetext.edu). There are 'MOVE MEMBER' buttons next to each section header.

## **ADDING SL&L ACTIVITY LINK TO A CANVAS COURSE**

### **CORE+:**

The assignment submission link for CORE+ courses was pre-built for you in the SL&L system. You do not need to create an assignment, only link to the assignment already established in the SL&L course shell. The pre-built assignment submission links contain the corresponding CORE+ rubric. You can link your assignment (that represents the CORE+ artifact) in Canvas to the assignment submission link in SL&L using the instructions below. Alternatively, you can provide your students with the generic link ([sll.watermarkinsights.com](http://sll.watermarkinsights.com)) to access SL&L and submit your corresponding CORE+ general education assignment.

### **EDUCATION COURSES:**

The assignment submission link for education assignments was pre-built for you in the SL&L system. You do not need to create an assignment, only link to the assignment already established in the SL&L course shell. The pre-built assignment submission links contain the corresponding rubric. You can link your assignment (that represents the assessment artifact) in Canvas to the assignment submission link in SL&L using the instructions below. Alternatively, you can provide your students with the generic link ([sll.watermarkinsights.com](http://sll.watermarkinsights.com)) to access SL&L and submit your education assessment assignment.

### **COURSES WITH COMBINED SECTIONS:**

Create assignment but only assign it to one section.

- Edit the *Submission Area* to use the Watermark tool.
  - Choose the specific coordinated activity in Watermark for this specific section.
- In the *Assign* to box, click and select the section in question.

- Save the Assignment.
- Follow the same steps for each section that is also part of the overall combined course.

**Video:** [Adding SL&L Activities to a Canvas Course](#)

## Written Instructions

*Abbreviated instructions from Dr. Julie McIntosh, Dean of the College of Education, who completed the SL&L test drive during summer 2024.*

1. Go to Assignments
2. +Assignment and Title your assignment, add point values
3. Set submission type to External Tool
4. Click Find
5. Find the Watermark Student Learning & Licensure app and click Select
6. Check the box for Load this Tool in a new tab
7. Click Save and Publish
8. Click Load (assignment name) in a new window
9. A new tab will open, Choose the Specific Activity Option

(Alternatively, you can choose the Home Screen option and direct students to their “Progress Page” where they can find your course; with this option your next step will be to click “submit” and complete the process; you will not move forward to step #10)

10. Choose a group and activity from SL&L and click Select and Save in the top right corner (your courses with key assessments will appear)

A success message will be displayed on the page, click Return to LMS

## **SCORING ASSESSMENTS**

Video: <https://support.watermarkinsights.com/hc/en-us/articles/15464374631195-Assessing-Activities-Video>