

## Self-Assessment - Educator

Teachers, counselors, license support professionals, assistant principals and principals will need to complete a self-assessment. The self-assessment is a tool for the educator and is not shared with anyone else. Evaluators **will not** have the ability to review the educator's self-assessment.

**Step 1:** Log into OhioES (www.ohioes.com). Click on the evaluation hyperlink from the **Dashboard** page.

DASHBOARD

**Tammy Teacher**

Announcements [view all \(2\)](#)

08/16/2021  
If you are selecting OhioES for the first time, and you do not see your educators. Please login to eTPES to select OhioES as the system for the new year. This will migrate your data from eTPES into OhioES. Give this process up to 24 hours to complete.

Activity Feed [mark all as read](#)  
You currently have no items in your activity feed.

**Evaluations**

Evaluation	Status
OTES @ CCS_UserGuide9890 County School District <a href="#">Full</a>	<input type="radio"/> SA <input type="radio"/> PG <input type="radio"/> P <input type="radio"/> OB <input type="radio"/> 1 <input type="radio"/> OB <input type="radio"/> 2 <input type="radio"/> FH

My Profile

**Current Staffing**  
Teacher @ CCS\_UserGuide9890 Elementary School

**Evaluator Credentials**  
NONE

**Step 2:** Click **Assessment** from the navigation selections.

**Tammy Teacher (AB9301617)**

2021-2022 2021 OTES CCS Evaluation | CCS\_UserGuide9890 County School District (T95208) | Full Evaluation | Online Combination

**Overview**

Attachments

**SELF-ASSESSMENT**

[Assessments](#) ←

**PROFESSIONAL GROWTH**

[Professional Growth Plan](#)

**EVALUATION**

[Conference](#)

[Pre-Conference](#)

[Post-Conference](#)

[Observation](#)

[Final Holistic](#)

[View Educator Profile](#)

**Evaluation Overview** ⓘ

**0 / 0**

**Not Started**

Observations Completed

Professional Growth Plan

**Evaluators**

Evaluator	Role
Eva Evaluator (AB9468695)	Primary Evaluator

**Step 3:** Click *Start Self-Assessment*.

**Tammy Teacher (AB9301617)**

2021-2022 2021 OTES CCS Evaluation | CCS\_UserGuide9890 County School District (T95208) | Full Evaluation | Online Combination

Overview  
Attachments  
SELF-ASSESSMENT  
**Assessments**  
PROFESSIONAL GROWTH  
Professional Growth Plan

**OTES Assessments**

**Self-Assessment (Private)**

The self-assessment is a tool for the educator to evaluate themselves against the state rubric.

[▶ Start Self-Assessment](#)

**Step 4:** Select either *Area of Growth* or *Area of Strength* for each section. There is a place for the educator to record evidence/comments for each section. Again, the self-assessment is not shared with anyone else.

**OTES Self-Assessment**

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The Self-Assessment Summary Tool is provided to help the teacher focus on areas of strength and areas for growth, think about sources of evidence and establish two overall priorities for professional growth.

Scoring **Attachments** Signatures

**Standard 1**  
Standard 2  
Standard 3  
Standard 4  
Standard 5  
Standard 6  
Standard 7

**Standard 1: Students**

1.1 Knowledge of how students learn and of student development  
[Show/Hide Indicators](#)

Area of Growth ↔ Area of Strength

1.2 Understanding of what students know and are able to do

**Step 5:** Once you have selected Area of Growth or Area of Strength for each section, click on the next **Standard**. Repeat this process for each of the **Standards** - establishing two overall priorities for growth.

**OTES Self-Assessment**  
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Scoring Attachments Signatures

**Standard 1**

Standard 2

Standard 3

Standard 4

Standard 5

Standard 6

Standard 7

**Standard 1: Students**

1.1 Knowledge of how students learn and of student development  
[Show/Hide Indicators](#)

Area of Growth Area of Strength

Clear Score

Adding comments

**Note:** The self-assessment does not have to be finished at one time. To come back to the self-assessment at a later time, click **Assessments** from the left navigation and then click **Self-Assessment**.

2021-2022 2021 OTES CCS Evaluation | Columbus City School District (043802) | Rating Carried Forward | Online Combination

Overview Attachments

SELF-ASSESSMENT

**Assessments**

PROFESSIONAL GROWTH

Professional Growth Plan

**OTES Assessments**

Self-Assessment (Private)

The self-assessment is a tool for the educator to evaluate themselves against the state rubric.

**Self-Assessment**

Created by [redacted] on 08/21/2021 5:13:40 PM

**Step 6:** Attachments can be added, if desired. To add attachments, click the **Attachments** tab and then click **+ Add Attachment**.

**OTES Self-Assessment**

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**Attachments** [+ Add Attachment](#)

Name	Attachment Type	Description	Created By	Created On
No attachments.				

**Step 7:** Select the file **Type**, click **Browse** to find the file, enter a brief **Description** and select an **Attachment Category**. Once entered, click **Add Attachment**.

### Add Attachment

**Type**  
The type of attachment you would like to create (URL or File)

File

**File**  
The file that you would like to upload

[Browse...](#) Test File.pdf

**Description**  
The description of the attachment you are creating

brief description

**Attachment Category**  
The category of attachment you are creating

General

[Cancel](#)
[Add Attachment](#)

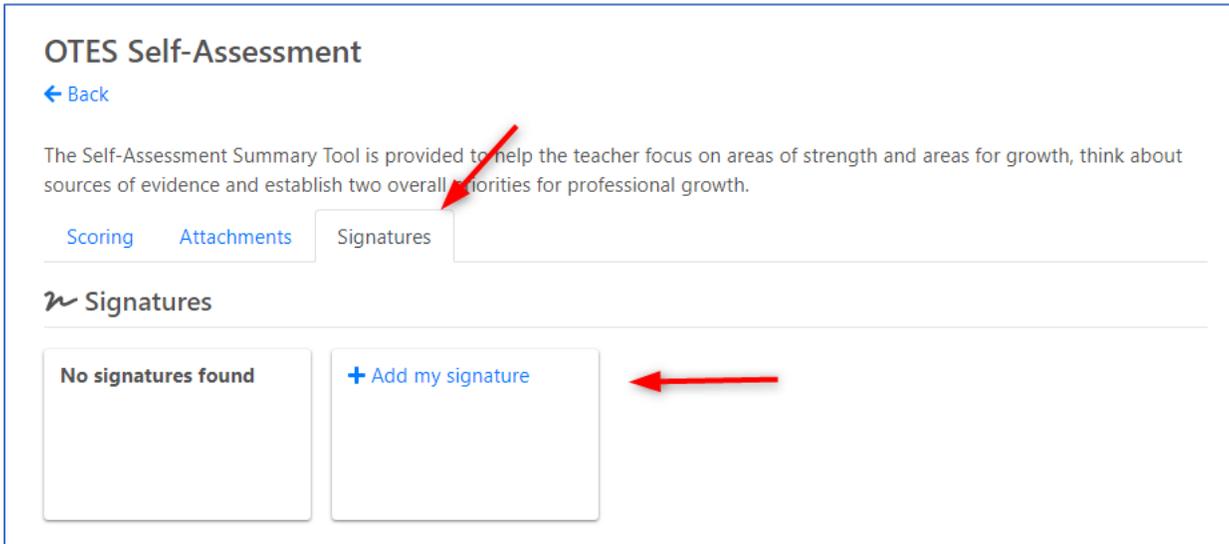
If an attachment is added by mistake, the file can be removed by clicking the icon resembling a red trash can.

[Scoring](#)
[Attachments](#)
[Signatures](#)

**Attachments** [+ Add Attachment](#)

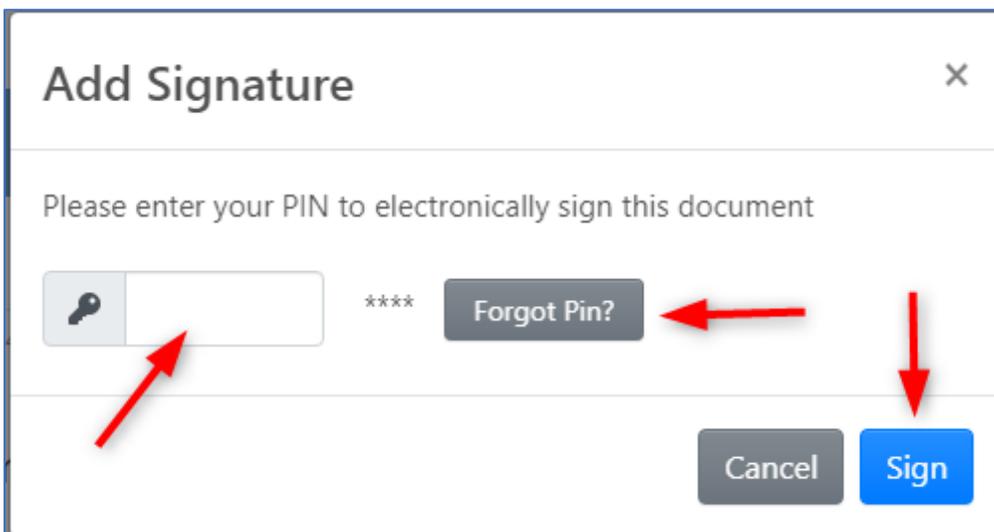
Name	Attachment Type	Description	Created By	Created On	
<a href="#">Test PDF.pdf</a>	General	brief description		08/21/2021 12:38 PM	

**Step 8:** To complete the Self-Assessment, click on the **Signatures** tab, click on **+Add my Signature**



The screenshot shows the 'OTES Self-Assessment' interface. At the top, there is a 'Back' link. Below it, a paragraph explains the tool's purpose. Three tabs are visible: 'Scoring', 'Attachments', and 'Signatures'. The 'Signatures' tab is active. Underneath, there is a section titled 'Signatures' with a list of two items: 'No signatures found' and '+ Add my signature'. A red arrow points to the '+ Add my signature' button.

Enter the PIN in the **PIN** entry field. If you do not know your PIN, click **Forgot PIN?**. Once the PIN has been entered, click **Sign**.



The screenshot shows the 'Add Signature' dialog box. It has a title bar with a close button. The main text says 'Please enter your PIN to electronically sign this document'. Below this, there is a PIN input field with a key icon on the left and a 'Forgot Pin?' button to its right. A red arrow points to the input field, and another red arrow points to the 'Forgot Pin?' button. At the bottom right, there are two buttons: 'Cancel' and 'Sign'. A red arrow points to the 'Sign' button.

Once your PIN has been entered, it will complete the Self-Assessment for the year.

### OTES Self-Assessment

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#### Signatures

 **08/21/2021 12:51 PM**  
Tammy Teacher  
Educator



For Technical Support, please contact [support@ohioes.com](mailto:support@ohioes.com).