LiveText
PERFORMANCE BASED ASSESSMENT (PBA)
University of Maryland
College of Education
STEP ONE:

Go to LiveText website:
www.livetext.com

Log-in with your Username & Password:
STEP TWO:

After logging in, you will see the following:

Click the Field Experience tab.
STEP THREE:

You will see your assigned placement(s). Click View Placement to access.
STEP FOUR:

Complete your self-assessment by clicking on the “Begin Assessment” (item 2 in illustration).
**STEPS FIVE & SIX:**

Click the cells to highlight your level of performance in each area.

- You can add comments by typing in the comment box at the top of the page or via the link in any row of the rubric.

**Click Save to finish later. Click Submit when DONE.**

<table>
<thead>
<tr>
<th>Professionalism &amp; Collaboration Rubric</th>
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| 1. I-B Exhibits a professional disposition. The teacher candidate indicators: • Arrives to and departs from the workplace in timely fashion; • is punctual for meetings and appointments; • Dresses appropriately; • Can read, write, speak, and listen effectively; • Establishes rapport with students, staff, and colleagues in respectful and caring manner; • Creates a learning community that respects diversity.  
ACBI-2007.5.1 |
| Needs Improvement (1,000 pts) | Emerging (2,000 pts) | Developing (3,000 pts) | Meets Expectations (4,000 pts) |
| 📜 The intern has attempted to meet the standard... | 📜 The intern attends all meetings, conversations... | 📜 The intern participates in all meetings... | 📜 The intern initiates and uses information from... |
That’s It!

1) Click on the name of your mentor or supervisor to compose an email message to them.
2) To fill out your self-assessment, click on the Begin Assessment link and access the rubric. If you have already viewed/started the rubric it will show Continue Assessment.
3) To upload attachments for your mentor or supervisor to access, click Add Attachments. Attachments can be LiveText documents or files. Supervisors and Mentors can add attachments to the placement also.
4) To add an entry to your Time Log (if required), click Add hours.
5) To return to your LiveText Dashboard, click the tab at the top of the screen.

← For your general information:
College of Education, LiveText website:

- Registration
- System Requirements
- Orientation/Training Materials
- Student Features
- Technical Assistance

http://education.umd.edu/assessmentOffice/LiveText/testindex.html

For Additional Help:
LiveText Coordinator
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