

Watermark Student Learning & Licensure

Outside Mentors Time Logs

watermark
Student Learning & Licensure

Progress > EDU 400 Internship

Progress

EDU 400 Internship

ACTIVITIES HOMEPAGE STUDENT LOGS PLACEMENT DETAILS

Timeline

ePortfolios

Profile

Student Activities

Sort by Due Date - Descending

Student Teacher Observation Required VIEW DETAILS

Submissions by Status

Awaiting Assessment (3/3) Done (0/3)

Visible on: 03/20/2024 Template: Internship Observational Workflow/Internship Observational workflow

In Progress tab
click on a course

- Under the course name are tabs
- **Activities** will show you what evaluating activity is to be done
- **Student Logs** will show you the students logged hours for your approval
- <https://support.watermarkinsights.com/hc/en-us/articles/4414782855835-Field-Experience-Mentor-Guide>

Student Time Logs

To view, approve, and reject time log entries:

1. On the In Progress tab, click an internship title.
2. Click the **Student Log** tab to view any interns who have recorded log entries.
3. To view an intern's time log entries, click anywhere on the intern's row.
4. On the intern's log entries list, click either the **check mark** to approve, or the **X** mark to reject.

Below is a link to a short video walking you through the above process:

<https://support.watermarkinsights.com/hc/en-us/articles/14443630794523-Approving-or-Rejecting-Student-Time-Log-Entries>



SUPPORT

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.

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