

MS Health Example - WBL Experiences



The following are some ideas to help teachers and students in Health Science

Step 1: Teacher's - Adding Bulk Projects to Selected Students

- Log in as the Teacher, choose ACCOUNTS menu
- Choose "Add Projects to Your Students"
- Filter to select your students from the list to add by "checking each student"
- Choose "Add Project"
- Be sure and add a name, area, choose "Yourself" as the main teacher and other details you have
- Choose "add" and confirm for all students

*All of the students now have this project (same name and type)

Step 2: Now the Student's Begin Their Work...Planning & Recording Time

- Students choose their PROFILE and choose WBL Experience Manager
- View (pencil icon) Begin their own SAE plan for their own experience
 - Develop a short summary for each area for what you are planning to do
 - Important..."choose 3 learning objective/skills" and short summary for each
 - Be sure and add student name and choose submit to finalize your plan
 - Choose "Save"
- Choose the TIME tab in the top menu
 - Choose the "Time in Your WBL" to record time entry (max 5 hrs per project)
 - Enter the date of your activity, select skills from the plan, enter a photo or file and details
 - Choose "save"

Step 3: Teacher's Setup/Connect Supervisors to Students for Supervision

- Choose TRACKER menu and select "Employer/Supervisor WBL Manager"
- Choose "Add New" to develop a new supervisor OR use one already listed
- Choose "Student link #" and choose the student names & projects to connect * links professional to student"
- Choose "Send Request" for the supervisor to initiate their review of each student (they see all students assigned to them in one request)
- Supervisor will get a link to each student and is able to #1 provide an overall rating and #2 rates each skill the student recorded to validate the student's work. Ratings are:

Limited (1)	Basic (2)	Proficient (3)	Exemplary (4)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Step 4: Teacher's View WBL Evaluation to Confirm Completion

- Choose "TRACKER" to view Teacher Activities
- Choose "Teacher WBL Evaluations" to review the process (Student records + Supervision)
- #1 Agreements all complete! / #2 Min. of 5 hrs., Skills listed, & #3 Evaluation is done!

Active	Overall Date Range	Project Plan/Agreement			Within Specified Date Range			
		Plan Written	Teacher Sig	Plan Fully Signed	Journal (Hrs / Entry # / Skill #)	Financial (\$/#)	# Photos	# Evals (Teacher / External)
	1/7/2022 9/26/2022				5.0 / 1 / 3	\$0 / 0	0	1 / 0

*If the project is complete...choose the "Active" link to turn the project "off" ...it is complete!