



Triangulated Evidence Log in MyEducation BC

A. How to Enter Triangulated Evidence into a log

- 1. Select the *Student Services View*
- 2. Click on the **Log** Top Tab
- 3. Click on the **Entry Log** Side Tab
- 4. Click **Options** then **Add**

Complete the following Fields:

- a. Select the Student Name, Select the Plan
- b. Date: Enter the date the evidence the was collected / created
- c. Event Type: Select SD73 Evidence
- d. Staff Name: Enter the staff member's name that collected the evidence
- e. Activity Notes/Comments: Short anecdotal note about the evidence that was collected or observed.
- f. Save

Kamloops/Thompson 2022-2023 Student Services view Epp, Brad

Pages Student Plan Log Global Staff Admin

Log :: New Service Log

Entry Log Options Reports Help

Log History Save Cancel Default Template

Name * 1701 Ministry Designation 1. Select the student Service type * 2. Select the plan

Secondary Designations StudentDesignation No matching records

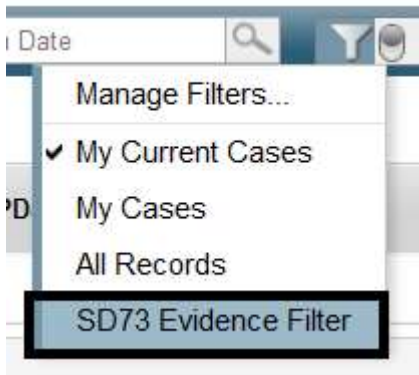
Plan Status Date * 3. Select the date the evidence was created/collected Event Type 4. Select SD73 Evidence Staff Name 5. Enter the staff member's name that collected the evidence

Activity Notes/Comments 6. Type notes in here

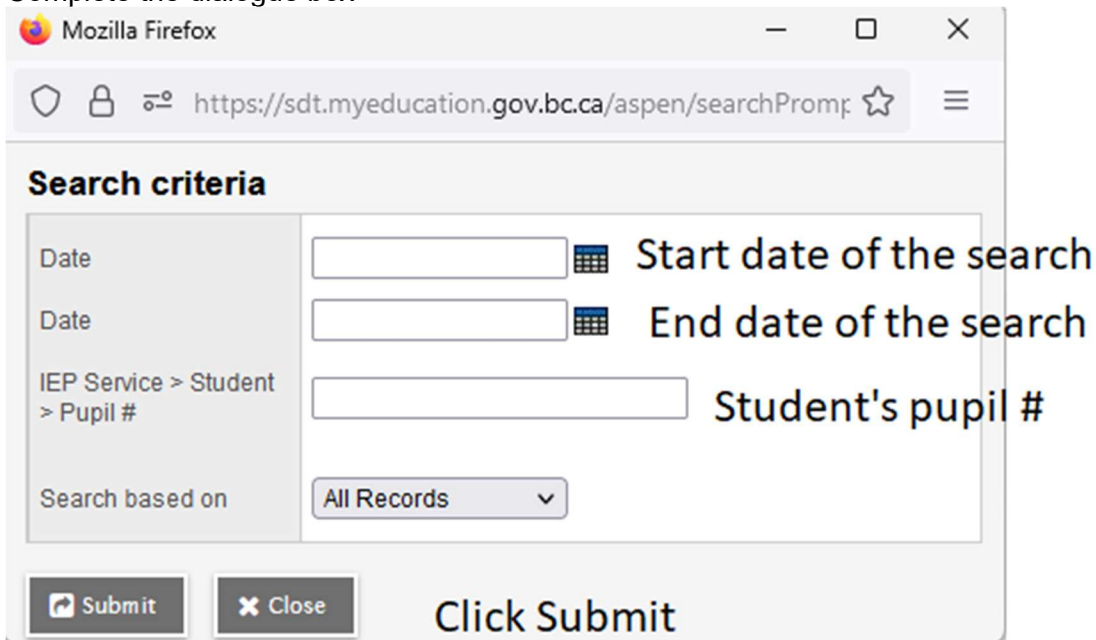
Save Cancel 7. Save

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- B. Generating an Evidence Report for the report card or student file.
 - 1. Select the *Student Services View*
 - 2. Click on the **Log** Top Tab
 - 3. Click on **Log History** Side Tab
 - 4. Click on the Filter Icon and select the SD73 Evidence Filter



- 5. Complete the dialogue box



- 6. Data should appear as a list. To generate a report. Click **Reports** then **Quick Reports** then **Saved Reports** Then **SD73 Triangulated Evidence Report** then **Finish**.
- 7. The software will generate a report that you can print to attach to the student file. (Control + P for most computers to print the report on the screen)