TADS OVERVIEW GUIDE

TEACHER APPRAISAL AND DEVELOPMENT SYSTEM

A Quick Overview of the Online Training for New Teachers

FOR TEACHERS ONLY

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TEACHER APPRAISAL AND DEVELOPMENT SYSTEM

A Quick Overview of the Online Training for New Teachers

HISD

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WELCOME

HISD

Teacher Career Development

CULTIVATING EFFECTIVE EDUCATORS

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WHAT TO EXPECT

- All teachers in HISD are evaluated under a unique program, specific only to HISD.

- The Teacher Appraisal and Development System (TADS) program is a coaching and collaborative platform designed to ensure your most effective self both professionally and instructionally at all times.

- Double check with your school leader to ensure you are going to be appraised under TADS and not the non-teacher appraisal system.

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WHAT TO EXPECT

- This year's training will be completed asynchronously through OneSource.
- TADS Training is mandated by Board Policy so make it a priority to complete.
- You will want to plan for an entire half day to complete the training.
- You have 15 school days to complete the training from your official start date.

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THE TRAINING ITSELF

- Access the TADS New Teacher Training 21-22 via OneSource. The course # is 1454074 and the title is *PD_TADS 2021-22 New Teacher Training Online*.

- The course is self-paced; you can expect to take between 4 to 6 hours complete it, depending on your individual pacing.

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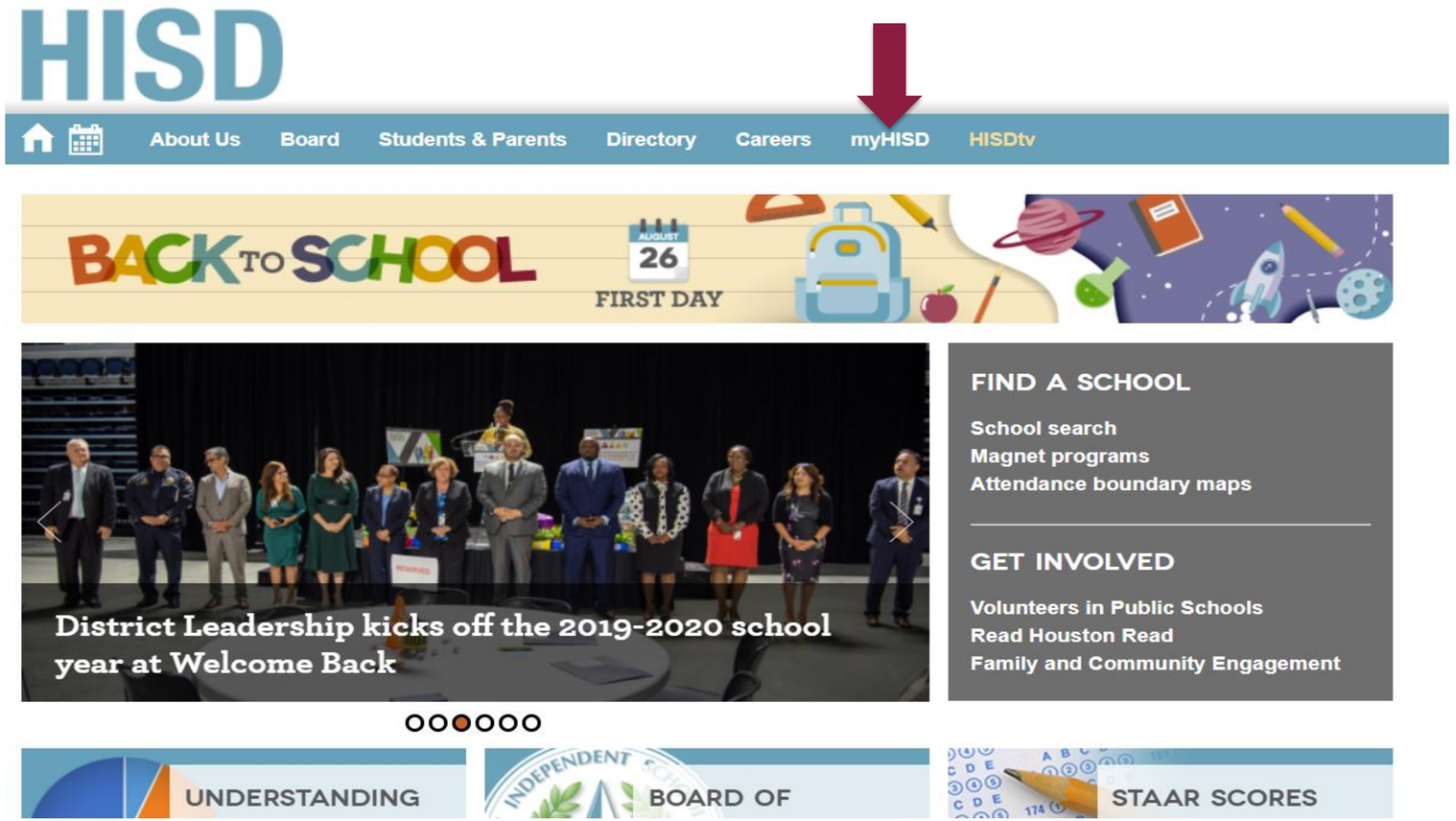
ACCESSING THE TRAINING IN ONESOURCE

Step 1: Go to www.houstonisd.org. Click on **myHISD**.



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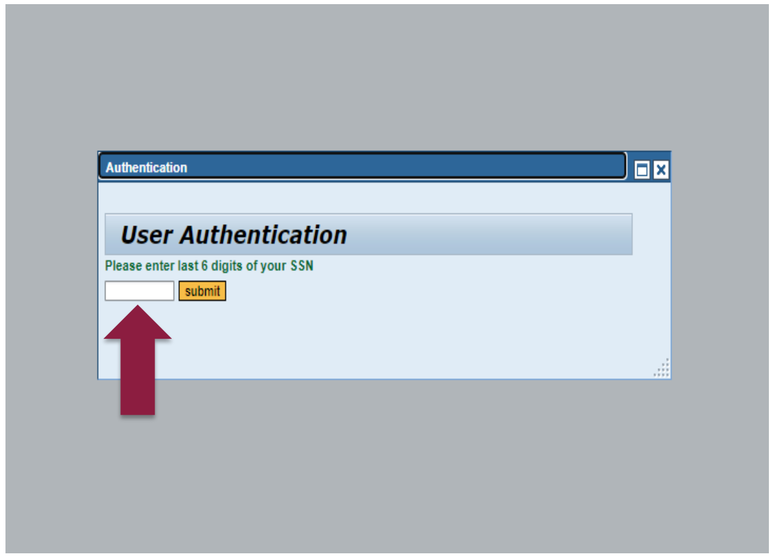
ACCESSING THE TRAINING IN ONESOURCE

Step 2: Click on OneSource in the drop-down menu. **Sign in** to OneSource using your network credentials. Once in OneSource, type in the **last 6 digits of your SS** number to access OneSource.



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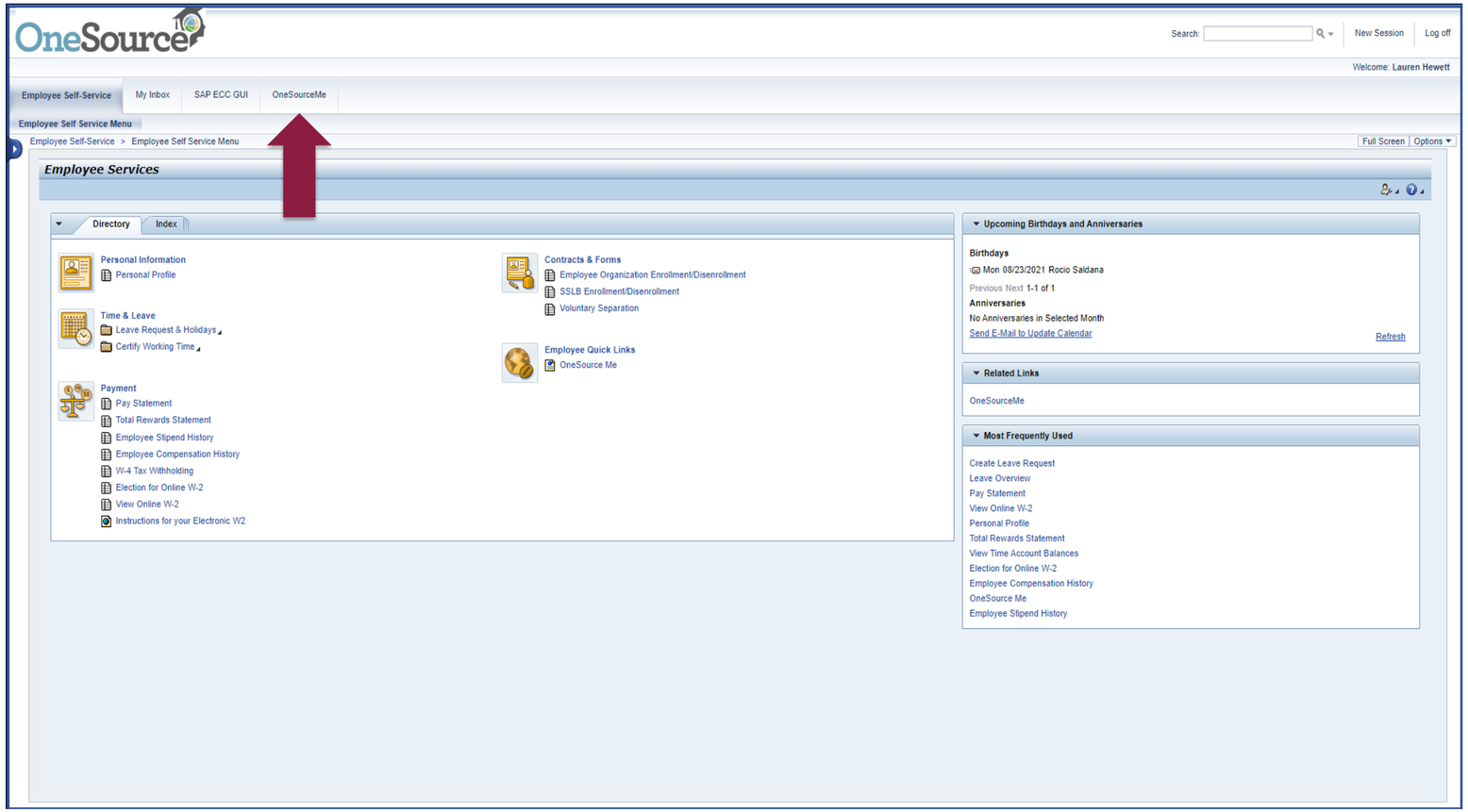
ACCESSING THE TRAINING IN ONESOURCE

Step 3: Click on OneSourceMe.



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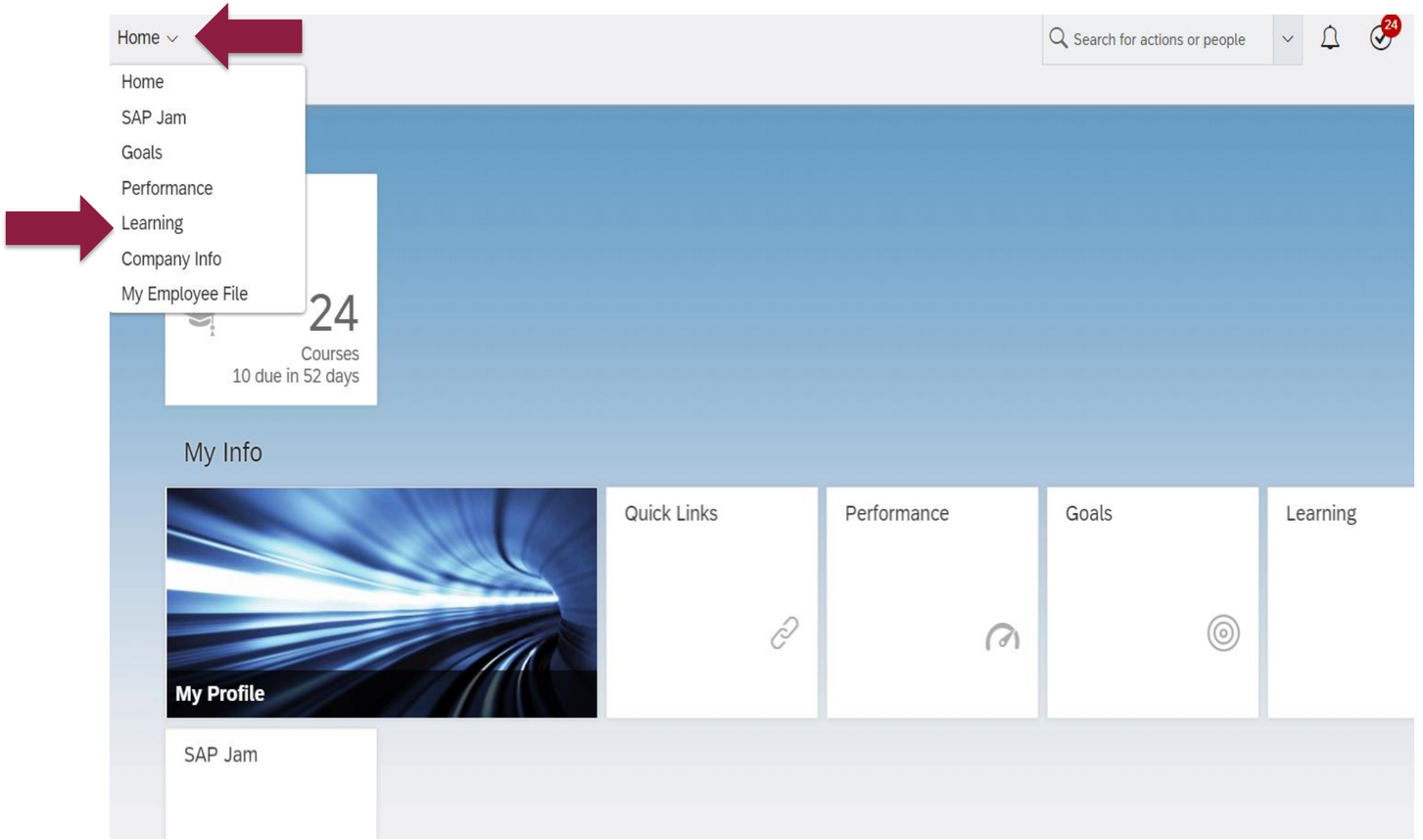
ACCESSING THE TRAINING IN ONESOURCE

Step 4: Click on **HOME** in the upper left-hand corner and select **Learning**.



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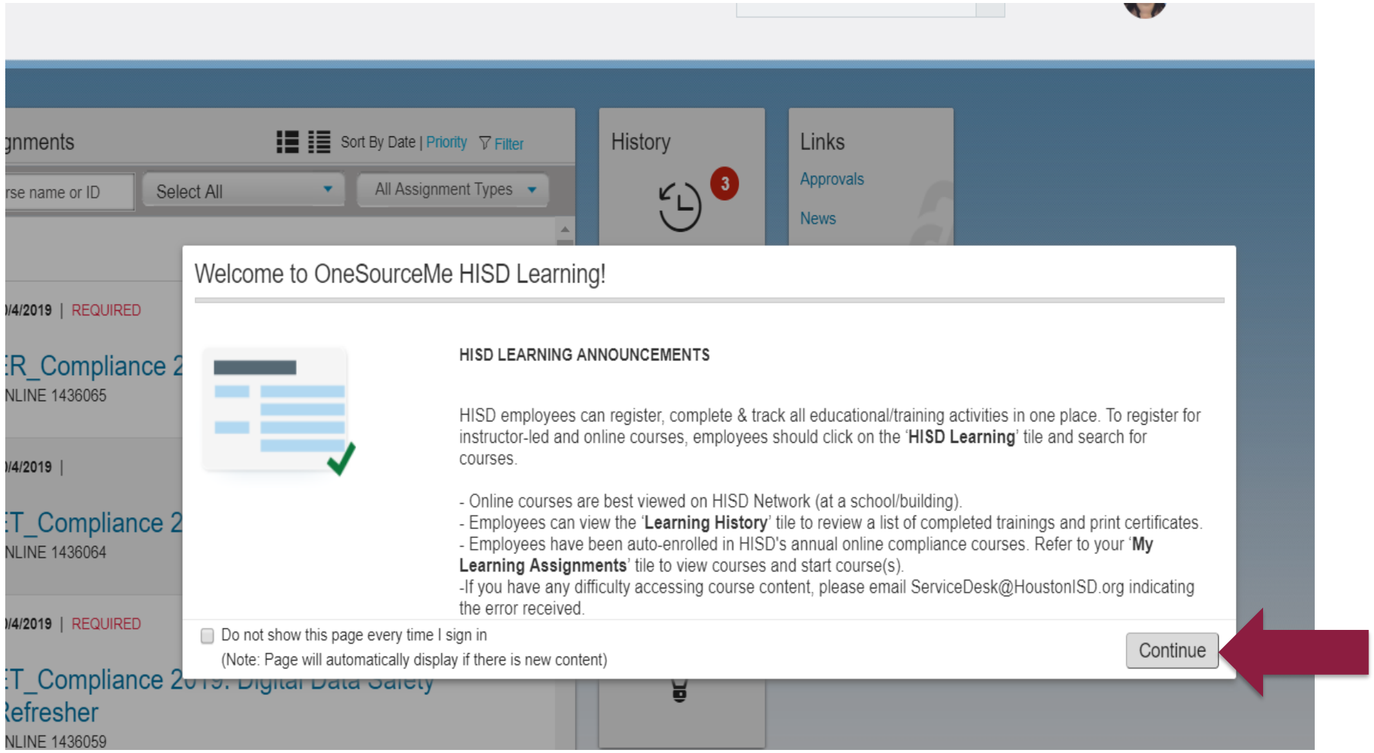
ACCESSING THE TRAINING IN ONESOURCE

Step 5: Click on **Continue** on the pop-up box.

Skip to Step 6 if the pop up does not appear.



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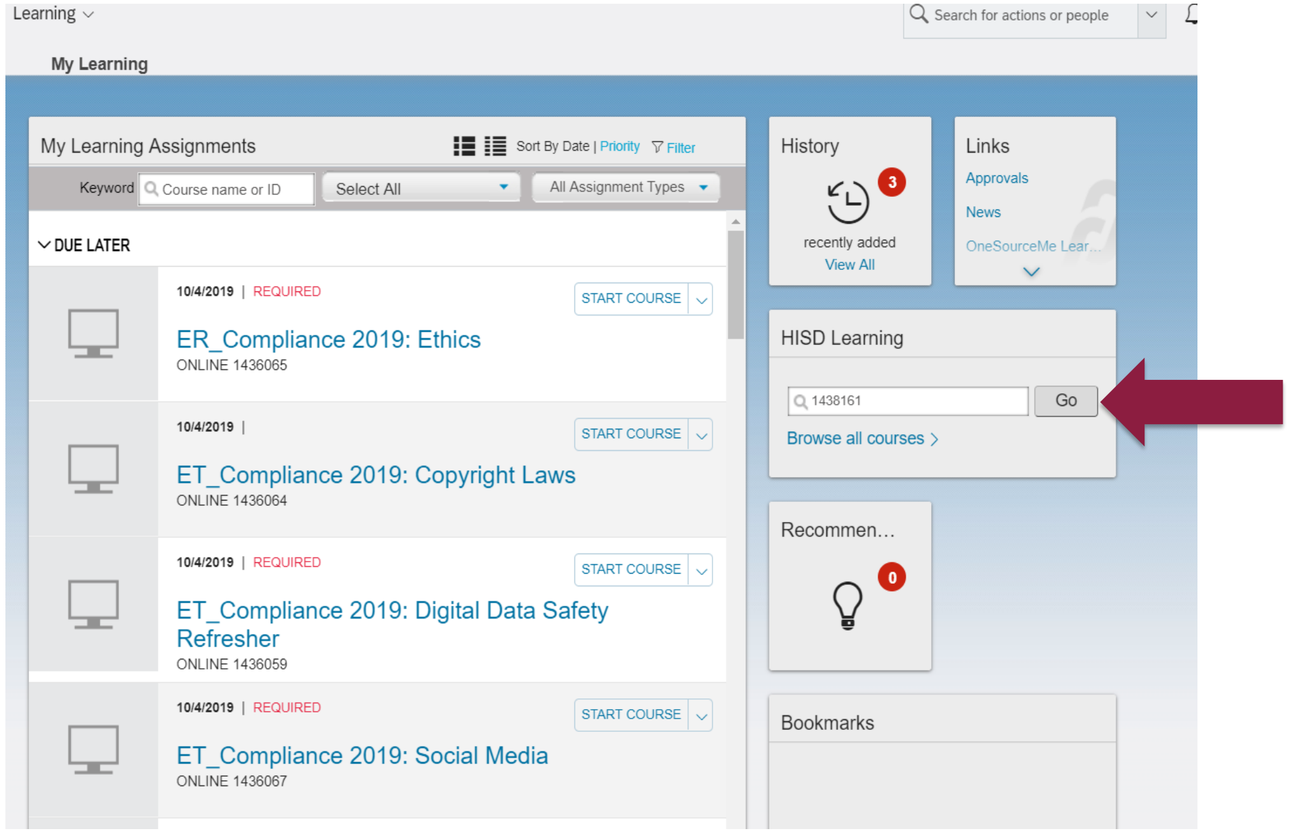
ACCESSING THE TRAINING IN ONESOURCE

Step 6: Locate the HISD Learning box.

Type in the course code 1454074 in the search box and click GO!



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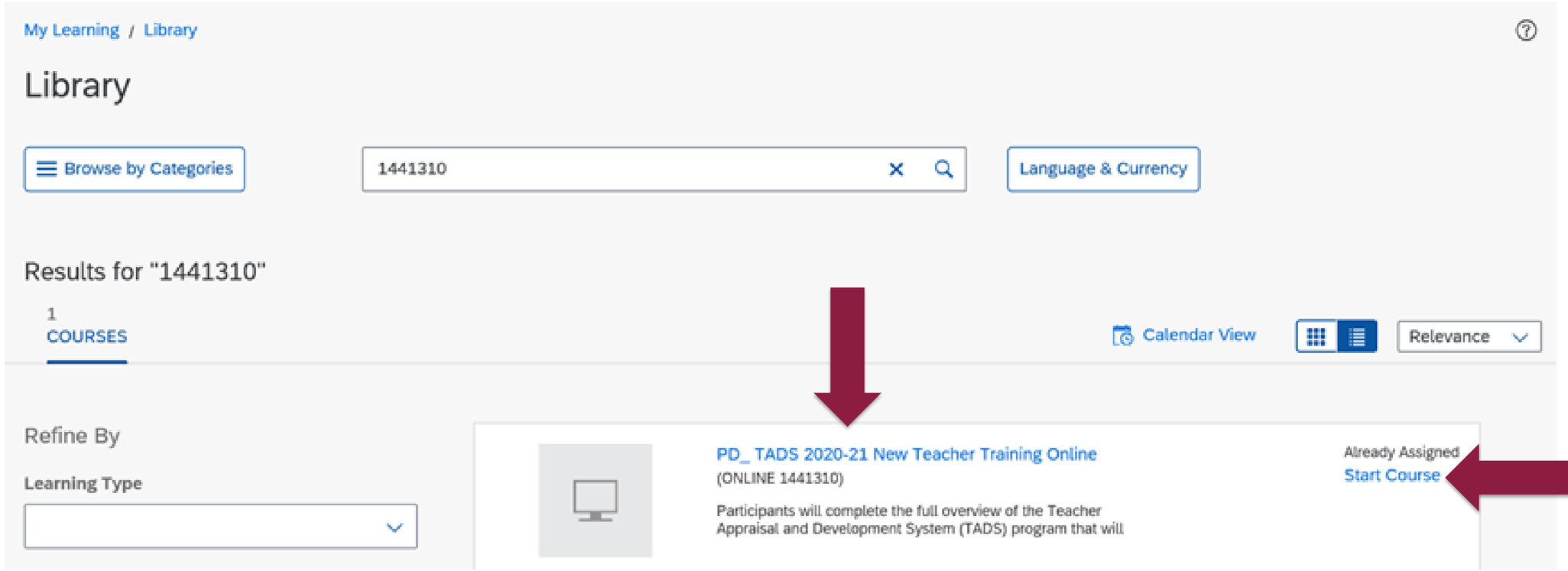
ACCESSING THE TRAINING IN ONESOURCE

Step 7: Verify the correct course appears **(PD_TADS New Teacher Training)** and if so, click on **"Start Course"** to the right of the course title.



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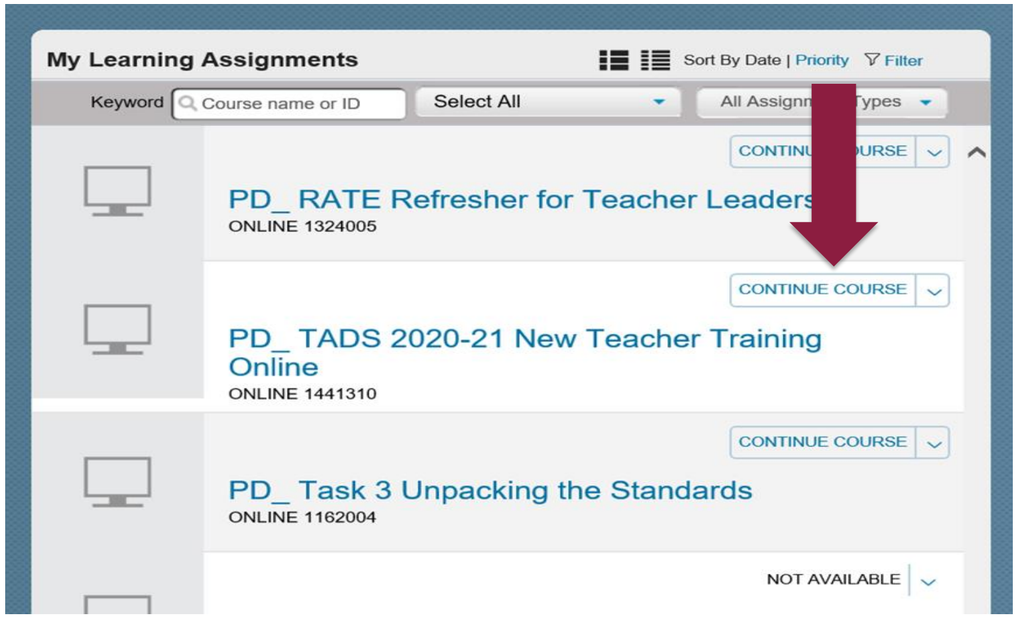
ACCESSING THE TRAINING IN ONESOURCE

Step 8: Once you begin the course, it will appear in your My Learning Assignments panel. **You do not have to take the course all at once.** If you'd like to take breaks between the course modules, you can return to this panel to continue the course.



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HELPFUL TIPS

- The training will require you to download multiple resources to assist you in understanding the content as well as, your expectations as a teacher.

- Be sure to download the resources and save them to an easily accessible space on your device.

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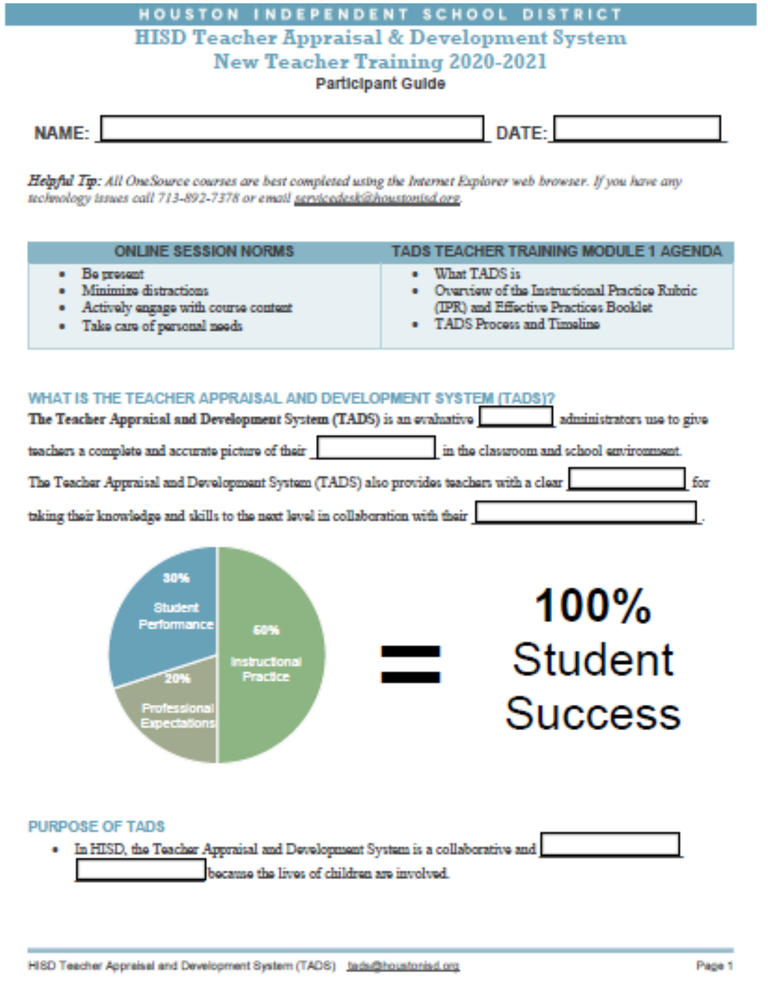
HELPFUL TIPS

- Download the participant guide at the beginning of the training.
- It is highly encouraged that you complete the fillable PDF document as well as, save a completed copy to your device.
- The completed participant guide can also serve as your evidence of having completed the course should there be a need for you to provide evidence of completion.



HOUSTON INDEPENDENT SCHOOL DISTRICT

HISD Teacher Appraisal & Development System

New Teacher Training 2020-2021

Participant Guide

NAME: _____ DATE: _____

Helpful Tip: All OneSource courses are best completed using the Internet Explorer web browser. If you have any technology issues call 713-892-7378 or email servicedesk@houstonisd.org

ONLINE SESSION NORMS	TADS TEACHER TRAINING MODULE 1 AGENDA
• Be present • Minimize distractions • Actively engage with course content • Take care of personal needs	• What TADS is • Overview of the Instructional Practice Rubric (IPR) and Effective Practices Booklet • TADS Process and Timeline

WHAT IS THE TEACHER APPRAISAL AND DEVELOPMENT SYSTEM (TADS)?

The Teacher Appraisal and Development System (TADS) is an evaluative _____ administrators use to give teachers a complete and accurate picture of their _____ in the classroom and school environment. The Teacher Appraisal and Development System (TADS) also provides teachers with a clear _____ for taking their knowledge and skills to the next level in collaboration with their _____.

PURPOSE OF TADS

- In HISD, the Teacher Appraisal and Development System is a collaborative and _____ because the lives of children are involved.

HISD Teacher Appraisal and Development System (TADS) tads@houstonisd.org Page 1

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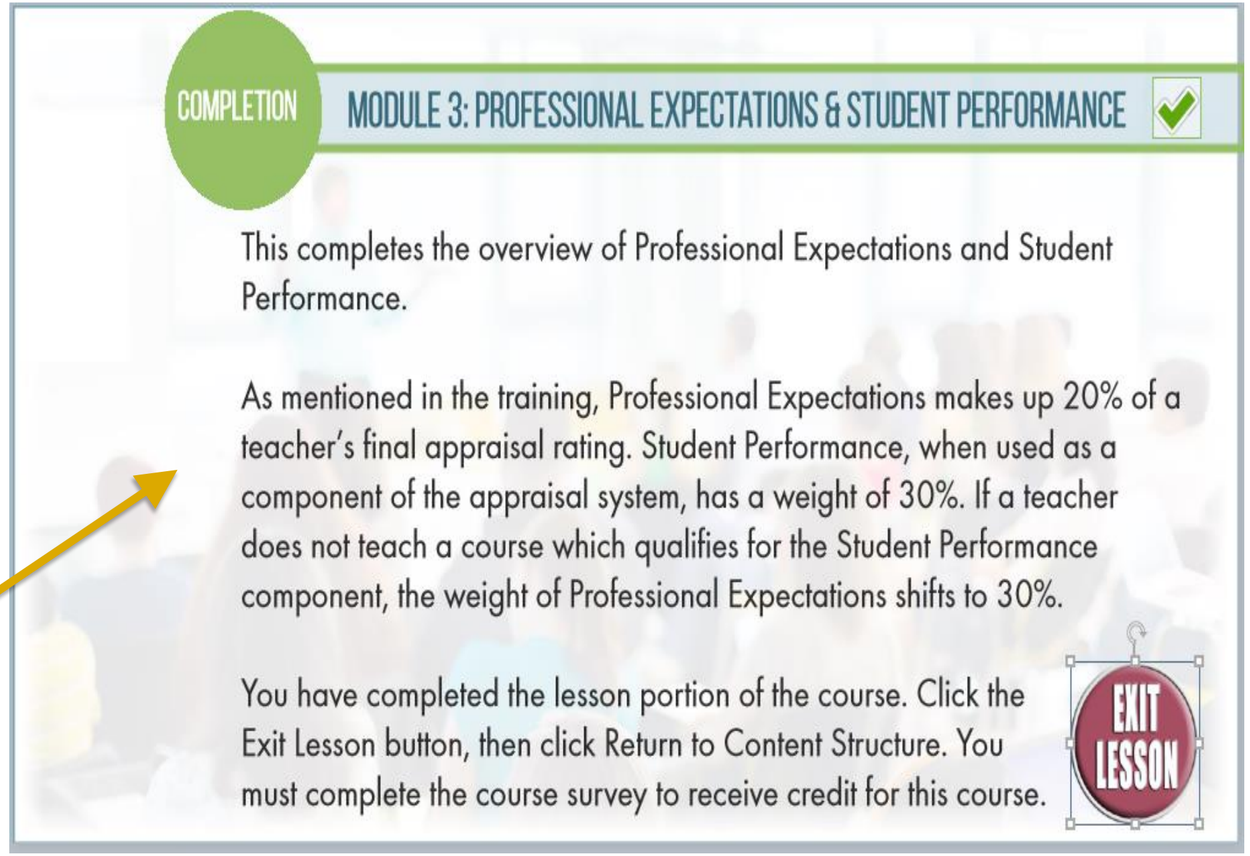
HELPFUL TIPS

- In order to successfully complete the course, you must exit the course at the end of Module 3 (Professional Expectations & Student Performance) and complete the course survey. If this step is not completed, you WILL NOT receive course completion credit.
- Here is a screenshop of what you can expect to see at the end of the course.



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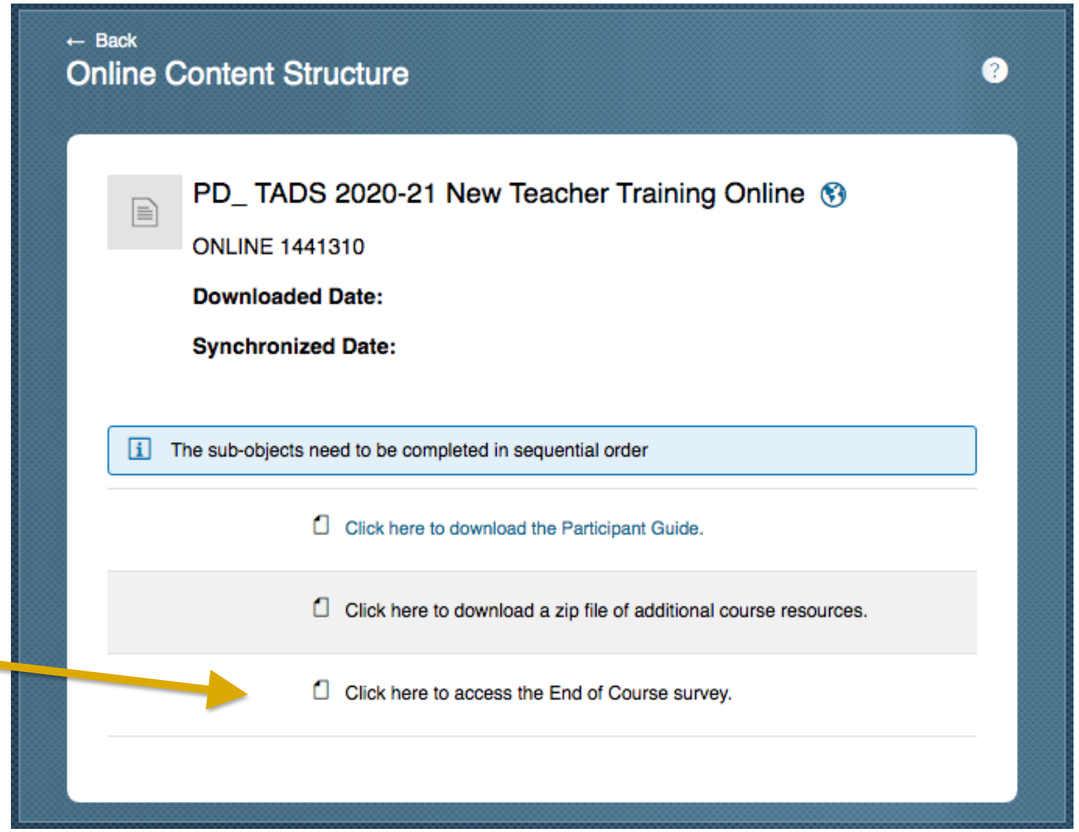
HELPFUL TIPS

- Once you have exited the final lesson, you will be returned to the content structure screen.
- Access the End of Course survey and complete the survey in it's entirety to receive credit.
- Here is a screenshot of what you can expect to see when attempting to access the End of Course survey.



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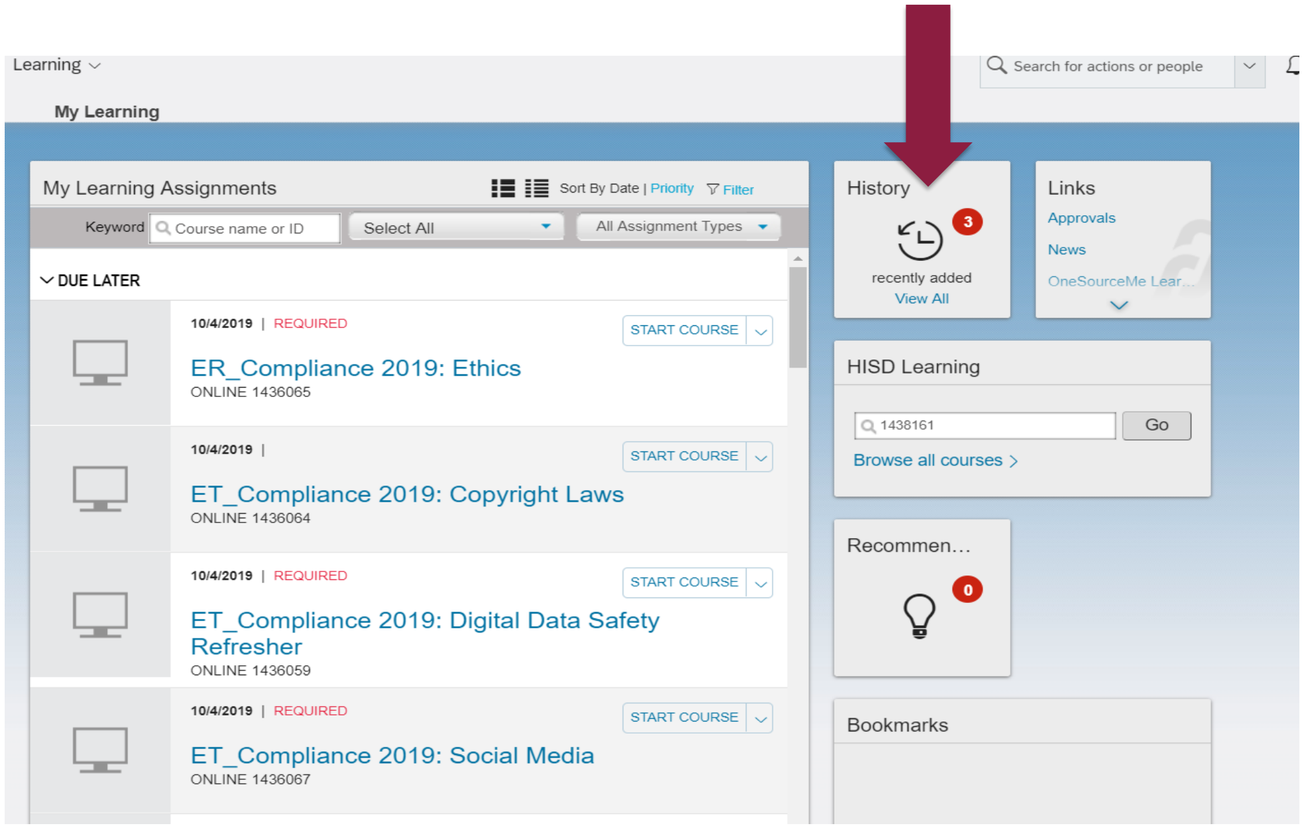
CHECK FOR COURSE COMPLETION

- Once you have completed the course survey (enabled at the end of the course), you can check your course completion status in OneSource.
- In the **HISTORY** section, click **View All**. Look for the course title listed.
- It is always recommended you download and print a copy of your course completion certificate for your records.



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AFTER COMPLETING THE TRAINING

- Reach out to TADS@HoustonISD.org if you have any questions after you have completed the online training in OneSource.
- Check your email inbox daily for invitations to TADS online webinars and open forums designed to support your successful completion of TADS program requirements.
- Check out HISD's *Weekly Teacher Download (WTD)* to stay abreast of news and information specific to teachers. WTDs are posted in the *Employee News* section (right side) of the myHISD page on **Mondays**.

TADS@HoustonISD.org

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END OF DAY RECAP

- Use your participant guide as a resource
- Reach out to different departments for support
- Email Onboarding if you still have questions/concerns.

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SURVEY LINK IN THE CHAT

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Save the NEW TEACHER SUMMER dates to your calendar!

NEW EMPLOYEE ORIENTATION

CHOOSE 1 Tuesdays -OR- Thursdays in July 2021

REQUIRED

NEW TEACHER SUMMER CAMP

Mondays & Wednesdays in July 2021

RECOMMENDED

NEW TEACHER ACADEMY

August 9- 13, 2021

REQUIRED

FOLLOW US!

@HISDOnboarding
@HISD_NewTeach

For event explanations and more info, visit:
www.HoustonISD.org/NewTeacherSummer

Don't forget to follow us on Twitter and join us for

#HISDSummerFun21

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PROFESSIONAL DEVELOPMENT

- Summer Book Club
  - *How to Lead When You're Not in Charge*
  - Register on HISDOnboarding.Eventbrite.com

- Fall Courses
  - Check our social media for updates!

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CONNECT WITH US

Onboarding@HoustonISD.org

@HISDOnboarding

@HISDOnboarding

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A GLOBAL DISTRICT IN A GLOBAL CITY

New Employee Orientation

Thank you for attending!
We wish you the best of luck in your career here at HISD!

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