

# Effective Documentation of Teachers

*An online interactive training for HR Administrators, Principals,  
Assistant Principals, and Teacher Appraisers*

**Produced by ED311 & TASB HR Services**



**Presented by Jennifer Barton, Karen Dooley,  
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May - July 2023 Training Window

## **TRAINING SCHEDULE**

- **May 3 - June 7, 2023**
  - Watch Modules 1 & 2 at your convenience
  - You must complete these to join the live webinar
  
- **Wednesday, June 7th, 2023 at 10 am**
  - Join TASB experts for a live interactive training and Q&A over Modules 1 & 2
  - (Allow a 2-hour window for live webinar)
  
- **June 7 - June 21, 2023**
  - Watch Modules 3 & 4 at your convenience during this 2-week window
  - You must complete these to join the live webinar
  
- **Wednesday, June 21, 2023 at 10 am**
  - Join TASB experts for a live interactive training and Q&A over Modules 3 & 4
  - (Allow a 2-hour window for live webinar)
  
- **July 12, 2023**
  - Complete any content and assignments you missed, fill out the evaluation form, and download the certificate of attendance