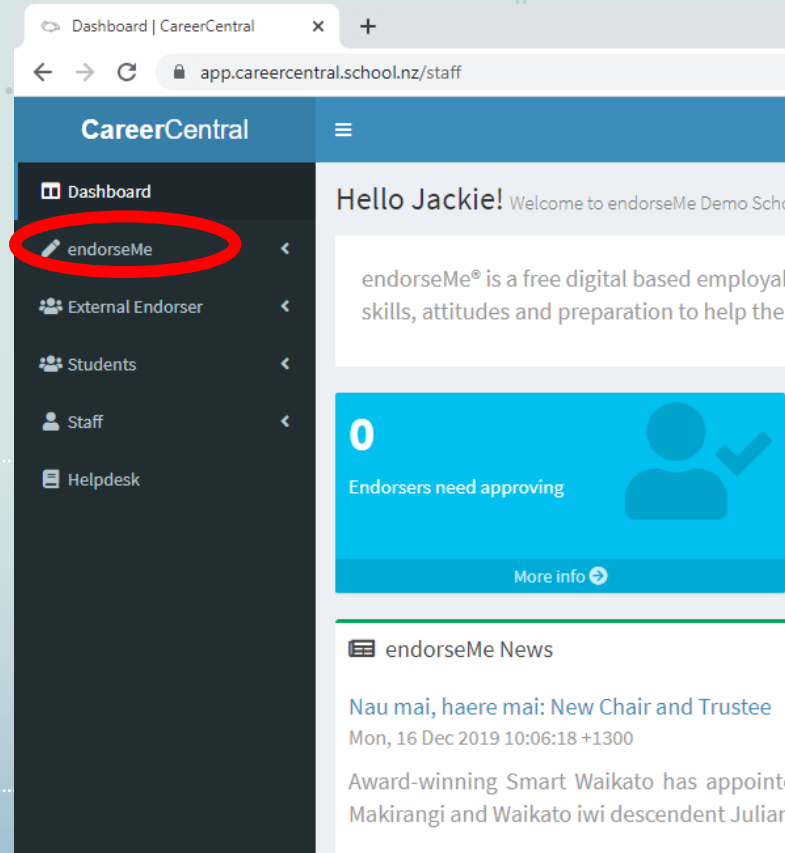


endorseMe[®]
Online Slide Tutorial
7 slides

“How to Endorse a student
online”

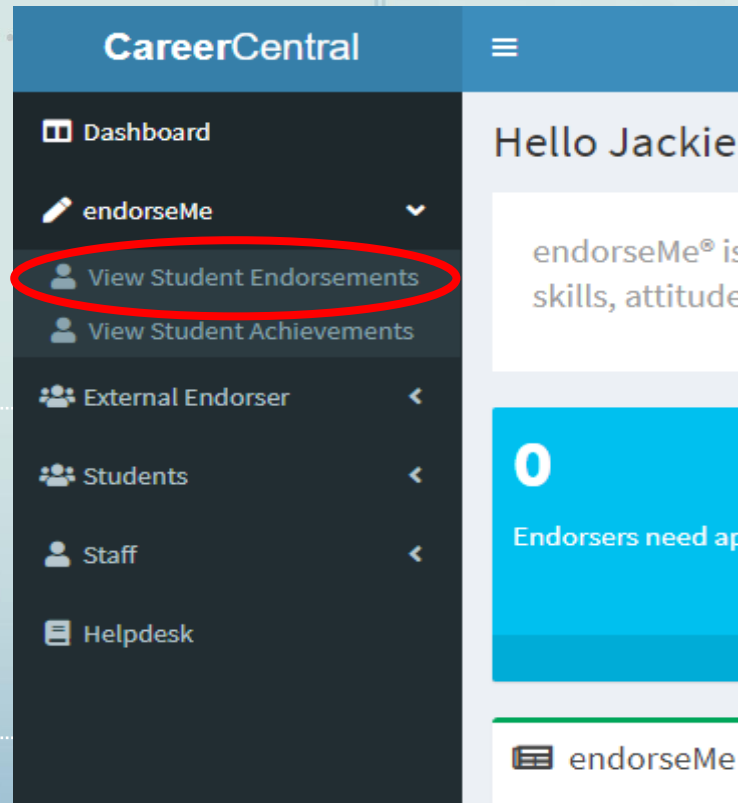




SLIDE 1/7

Click “endorseMe[®]” on sidebar





SLIDE 2/7

Click “View Student Endorsements”. This will open list of all your student endorsements



New

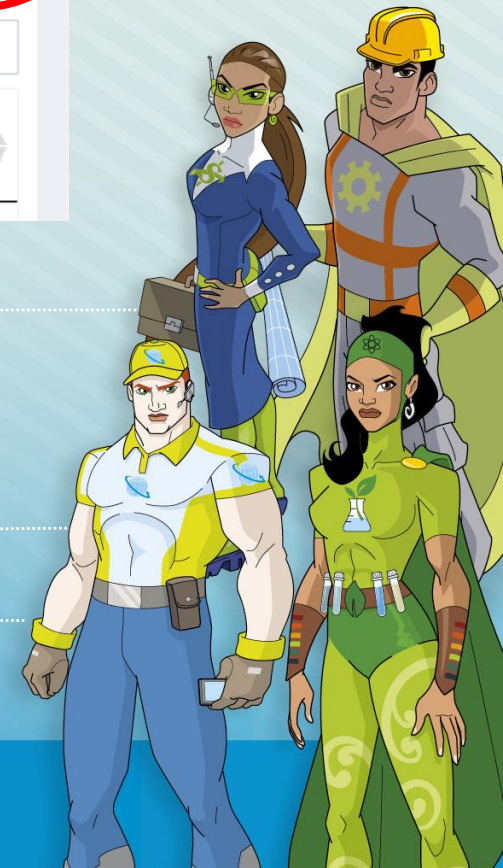
CSV

Search:

ID	Student Name	Endorsement Name	Endorsement Category	Status	Endorsed By	Comment
----	--------------	------------------	----------------------	--------	-------------	---------

Click NEW to add a new endorsement.

SLIDE 3/7



Student

Endorser

Endorsements
Click to expand to see endorsements for each category.

- > **POSITIVE ATTITUDE (Waiaro pai)**
POSITIVE ATTITUDE
- > **COMMUNICATION (Whitiwhiti kōrero)**
COMMUNICATION
- > **TEAM WORK (Mahi ngātahi)**
TEAM WORK
- > **SELF MANAGEMENT (Whakahaere-whaiaro)**
SELF MANAGEMENT
- > **WILLINGNESS TO LEARN (He hiahia ki te ako)**
WILLINGNESS TO LEARN
- > **THINKING SKILLS (Ngā pūkenga whakaaro (rapa rongoā me te tuku whakatau))**
(problem solving and decision making)
- > **RESILIENCE (Pakaritanga)**
RESILIENCE

Comment

- Click STUDENT – select
- Click ENDORSER – select

SLIDE 4/7



Student Please Select... ▾	Endorser Please Select... ▾
Endorsements <i>Click to expand to see endorsements for each category.</i>	Endorsements <i>Click to expand to see endorsements for each category.</i>
> POSITIVE ATTITUDE (Waiaro pai) <i>POSITIVE ATTITUDE</i>	✓ POSITIVE ATTITUDE (Waiaro pai) <i>POSITIVE ATTITUDE</i>
> COMMUNICATION (Whitiwhiti kōrero) <i>COMMUNICATION</i>	> COMMUNICATION (Whitiwhiti kōrero) <i>COMMUNICATION</i>
> TEAM WORK (Mahi ngātahi) <i>TEAM WORK</i>	✓ TEAM WORK (Mahi ngātahi) <i>TEAM WORK</i>
> SELF MANAGEMENT (Whakahaere-whaiaro) <i>SELF MANAGEMENT</i>	> SELF MANAGEMENT (Whakahaere-whaiaro) <i>SELF MANAGEMENT</i>
> WILLINGNESS TO LEARN (He hiahia ki te ako) <i>WILLINGNESS TO LEARN</i>	
> THINKING SKILLS (Ngā pūkenga whakaaro (rapa rongoā me te tuku whakatau)) <i>(problem solving and decision making)</i>	
> RESILIENCE (Pakaritanga) <i>RESILIENCE</i>	
Comment	

- Go to ENDORSEMENTS
- Click a category to expand the endorsements available for that category

SLIDE 5/7



Endorsements

Click to expand to see endorsements for each category.

✓ POSITIVE ATTITUDE (Waiaro pai)

POSITIVE ATTITUDE

- Is positive and has a "can do" attitude.
- Is optimistic, honest and shows respect.
- Is happy, friendly and enthusiastic.
- Is motivated to work hard towards goals.

> COMMUNICATION (Whitiwhiti kōrero)

COMMUNICATION

✓ TEAM WORK (Mahi ngātahi)

TEAM WORK

- Works well with others to complete tasks and meet goals.
- Contributes to developing new ideas or approaches.
- Works well with others of different genders, cultures or beliefs.
- Recognises the authority of supervisors and managers, and follows directions.

> SELF MANAGEMENT (Whakahaere-whaiaro)

SELF MANAGEMENT

- Click on the skills you wish to endorse
- Multiple skills can be endorsed at a time

SLIDE 6/7



Comment

Back

Create

- Add COMMENT if required (will appear on co-ordinator online record but not on student app)
- Click CREATE (or BACK if you do not wish to save endorsement)

SLIDE 7/7

