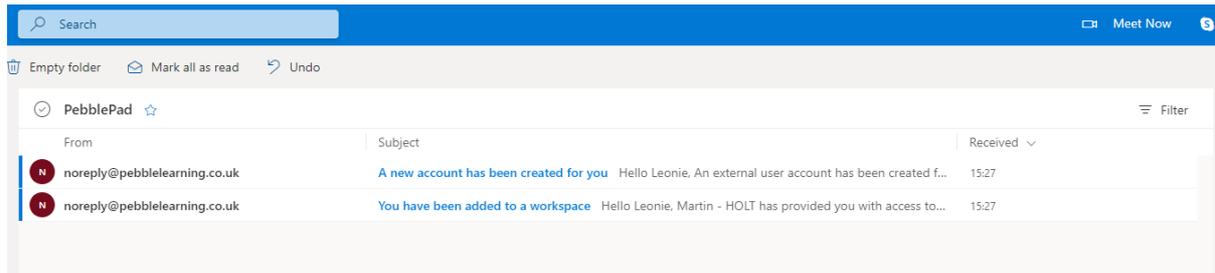


# PebblePad for UoS ITT- Externals

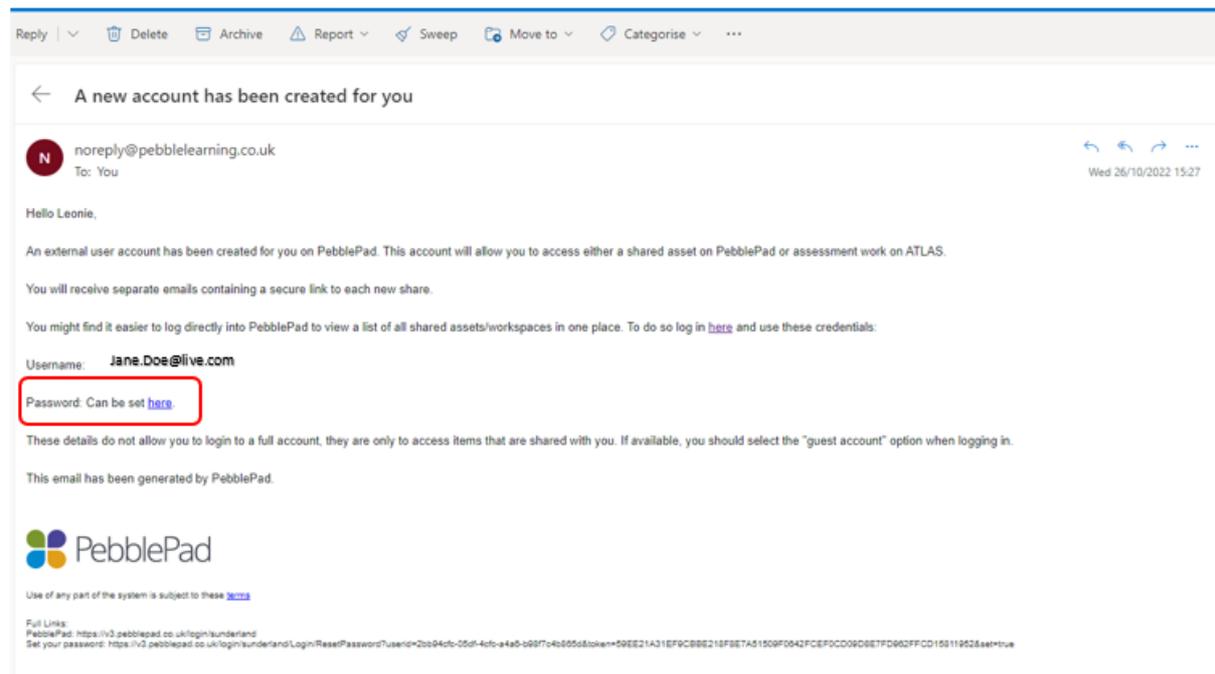
This guide illustrates the steps taken to access PebblePad as an external.

## Logging into PebblePad

1. You will not be able to access PebblePad until you have been added to PebblePad from the UoS placements team. You will receive an email from UoS stating your addition to PebblePad will occur in 24 hours. Two emails from [noreply@pebblelearning.co.uk](mailto:noreply@pebblelearning.co.uk) will be sent for you to setup and access your account.



2. The first email will ask you to create an external account – this MUST be completed for you to access PebblePad. You must first set your password, which is the second link in the email.



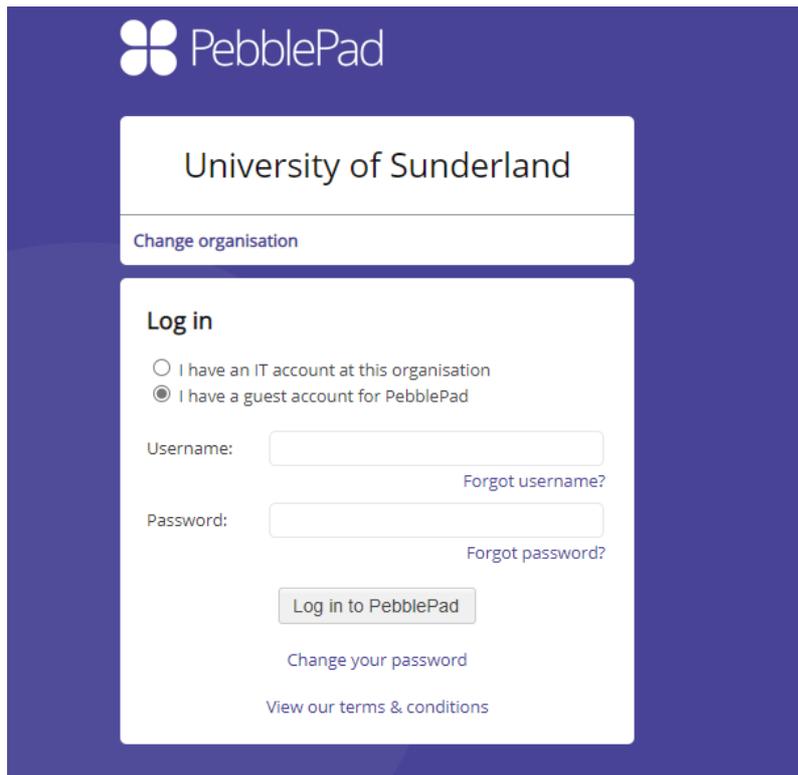
3. When resetting your password, you will be presented with the below screen. Please choose a secure password.

The screenshot shows the PebblePad interface for the University of Sunderland. At the top left is the PebblePad logo. Below it, the text 'University of Sunderland' is displayed. Underneath is a link that says 'Change organisation'. The main section is titled 'Set your password' and contains two input fields: 'Password:' and 'Confirm password:'. At the bottom of this section are two buttons: 'Set' and 'Cancel'.

4. Once your password has been set, you will be presented with the below screen. Please proceed to login to PebblePad.

The screenshot shows the PebblePad interface for the University of Sunderland. At the top left is the PebblePad logo. Below it, the text 'University of Sunderland' is displayed. Underneath is a link that says 'Change organisation'. The main section is titled 'Set your password' and contains the following text: 'Your password has successfully been reset. Please log in using your new password.' Below this text is a link that says 'Login'.

5. You must ensure to click the 'I have a guest account for PebblePad' radio button, and then use your credentials to login; your email which is registered with PebblePad and your password which has just been created.



6. Once you are logged in, you will be able to see the 'External Assessor Dashboard'. There are two sections on the dashboard – Items that have been shared with you and Workspaces you have access to. You may see either or both of these dependant on your level of access. This area is where your students will share their workbooks with you for assessment. It is advised to save this page to your favorites once you have gained access, to refrain from needing to log in and out of PebblePad when working with numerous students.

## University of Sunderland

External user:

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Items that have been shared with you

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 **PGCE 2022-23 (Draft)**     1

ASSESSMENT from Martin Holt

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Workspaces you have access to

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 **Primary**

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7. When accessing a trainees workbook, some fields will be 'greyed' and unavailable for amendment as they are not required for external assessment. Fields which need to be completed by external assessors will be marked as below. Once you have completed a field,

please click the 'Save & Release' button to submit your feedback. This will need to be done at the end of each field.

COMPLETED BY: ASSESSOR ONLY

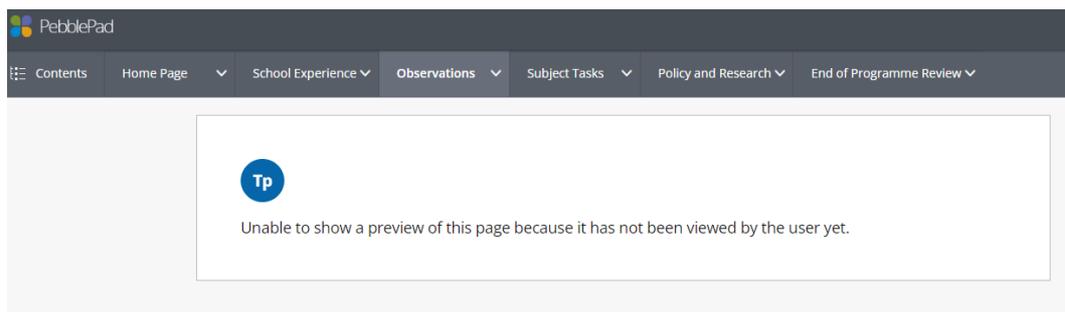
Focus of identified Foundational Concepts (Select at least one or more of the following):

Based on previous lesson observation (if applicable)

- Professional Behaviours
- High Expectations and Managing Behaviour
- Classroom Practice, How Students Learn and Adaptive Teaching
- Subject Knowledge and Subject Curriculum
- Assessment

Save & Release

8. You may be presented with screens showing 'unable to show a preview of this page because it has not been viewed by the user yet'. This is due to the trainee not yet accessing and completing the page in their workbook, it is not an error with the workbook.



9. A comprehensive guide for External assessors can be at the in the 'help' button at the bottom of the External Assessor Dash, or at the following link;  
[Help for external assessors V5\\_1708.pdf \(d3kz94iv7ncv9j.cloudfront.net\)](https://d3kz94iv7ncv9j.cloudfront.net/Help_for_external_assessors_V5_1708.pdf)

Items that have been shared with you

 <b>PGCE 2022-23 (Draft)</b> ASSESSMENT from Martin Holt				 1
 <b>Primary Apprentice 2022-23 copy</b> ASSESSMENT from Martin Holt				 1
 <b>Primary Apprentice 2022-23 copy</b> ASSESSMENT from Leonie Douglass				 1

Workspaces you have access to

 <b>Primary</b>
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