edTPA Submission Manual

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2. Using the Pearson ePortfolio System
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4. edTPA Candidate Attestations
5. Uploading edTPA to Taskstream
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Registering for edTPA Using the Voucher Code
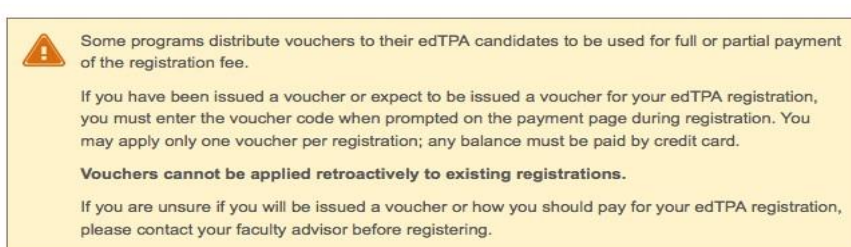
How to Register and Submit your edTPA

1. Visit the edTPA website http://www.edtpa.com/
2. Click Candidates in the top navigation.

3. Then, on the Candidates page, select Register.

4. Before You Register: Read through the directions/Privacy Policy and click next.

**You will need to use your voucher code once you have loaded your edTPA into your cart. **

5. Under **Register to Take or Retake the Full Assessment,** select **Pearson ePortfolio System** (top one). Click Review Instructions and Register.

6. After reviewing the instructions, select "**Register Now**" at the bottom of the page.

7. Select your State: OHIO
8. Create an Account if you have not done so previously. It is highly likely that you did create an account when registering for your OAE exams. You will be prompted to check the box that indicates that you are the person completing and submitting the assessment.

9. Once you have set up an account, follow the registration prompts. You will select the assessment you are taking (e.g. Secondary Language Arts, Early Childhood, etc.). Double check to ensure that you have chosen the assessment version with (**National**). The Assessment title should match the title of your handbook.

Home / Register

Assessment Selection

Step 1

Review your state's guidelines before selecting an assessment:
Alabama | Arkansas | California | Connecticut | Delaware | Georgia | Hawaii | Illinois | Iowa | Minnesota | New Jersey | New York | Ohio | Oregon | South Carolina | Tennessee | Washington | Wisconsin | All other states

Step 2

Select your assessment. *If you are not sure which assessment to select, please ask your faculty advisor before registering. If you select an incorrect assessment, contact Customer Support to re-register. This may cause a delay in your anticipated submission date.*

Assessment	Options
Select the assessment you would like to take.	
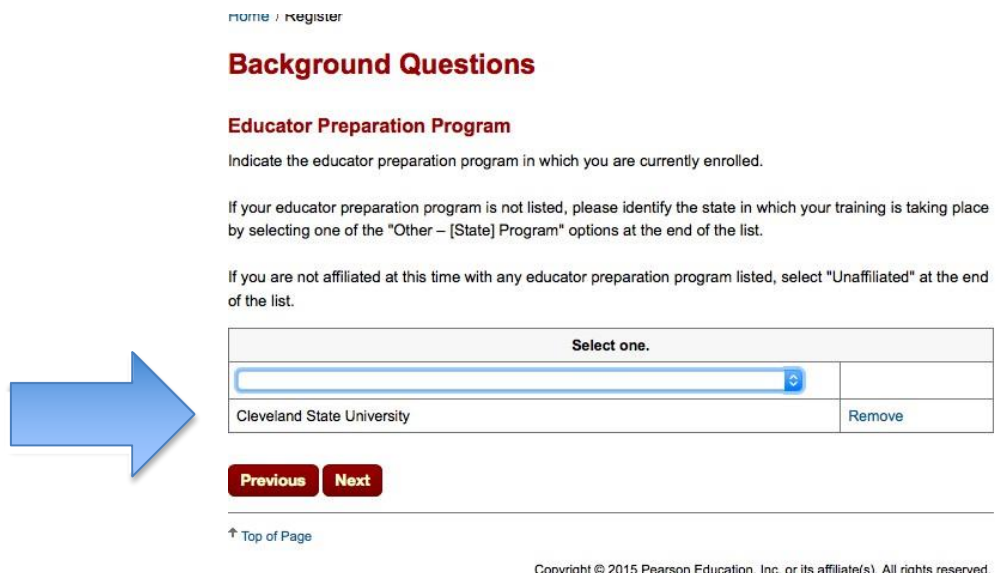
Previous   Next

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Once you select your assessment, select "**add**" and then select "Next".

10. Please Select **Cleveland State University** as your Educator Preparation Program and 'add'. Double check that you have selected the correct institute!

Home / Register

Background Questions

Educator Preparation Program

Indicate the educator preparation program in which you are currently enrolled.

If your educator preparation program is not listed, please identify the state in which your training is taking place by selecting one of the "Other – [State] Program" options at the end of the list.

If you are not affiliated at this time with any educator preparation program listed, select "Unaffiliated" at the end of the list.

Select one.	
Cleveland State University	Remove

Previous   Next

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11. edTPA Field Specialty Area. Select the one that best fits the description of your subject for edTPA.

Background Questions

edTPA Field Specialty Area

From the list of choices, select the field specialty area which most closely corresponds with the learning segment referenced in your edTPA portfolio submission. The submission will be scored by a subject area expert for the field specialty area you select.

Note that some assessment areas, such as Secondary Mathematics, may have multiple specialty areas from which to choose:

- General mathematics—Secondary
- Algebra—Secondary
- Geometry and Analytic Geometry—Secondary
- Trigonometry—Secondary
- Calculus—Secondary

Other assessment areas, such as Health Education, list just one option to choose – Health Education.

If you do not see your field/specialty area listed on this screen, check your assessment selection to ensure it is the one you intended. To do this, click the Previous button until you return to the Assessment Selection screen and verify your selection. You may update your selection now, if necessary.

NOTE:

If you are registering for the **Special Education** assessment area:

Select the option that most closely describes the focus learner's primary disability as identified in the IEP. For this assessment area, you will develop an in-depth case of one learner, your focus learner.

Available options are:

- Autism and developmental disorders
- Career development and transition
- Early childhood special education
- Emotional or Behavioral
- Deaf and hearing impaired
- Learning disabilities
- Mild/moderate
- Moderate/severe
- Physical, health, and multiple disabilities
- Blind and visually impaired

If you have questions about your assessment selection and edTPA field/specialty area, you should consult with your faculty advisor before continuing to register.

Select one.
◯ **Early Childhood Education- Early Childhood Development**

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12. Unless your edTPA is in World Language, you will most likely need to select '**No**' to answer the edTPA Language question.

Background Questions

edTPA Language

Respond by indicating whether you will be submitting materials (documents and/or videos) that were written or recorded in a language other than English.

If you respond, "Yes," you must provide translation/transcripts for any files (documents, videos, etc.) that are written or recorded in a language other than English.

Please Note: If you have registered for any one of the following assessment areas/specialty areas, you **do not** have to provide translations even though you have responded "Yes" to the previous background question:

- any World Language
- any Classical Language
- Elementary Literacy—Spanish
- Elementary Mathematics—Spanish
- Elementary Education—Spanish
- Special Education—Deaf and hearing impaired (for ASL only)

*Additional Note: For English as an Additional Language, translations are necessary only when highlighting key exchanges that reveal students' content understandings and/or language proficiency. Translations do not need to be a full transcript and can be provided within the commentary and noted with video clip timestamps.

Select one.
◯ Yes
◯ No

Previous **Next**

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13. When you come to the screen pictured below, select "**Traditional university-based educator preparation program (no affiliation with alternative preparation)**"

Background Questions

Teacher Preparation Route

Please indicate which option most accurately describes your teacher preparation route.

Select one.
◯ Traditional university-based educator preparation program (no affiliation with alternative preparation route)
◯ Teach for America
◯ Alternative route affiliated with a university or college-based program
◯ Alternative route affiliated with a district provider
◯ Other: Not Listed
◯ Decline to Answer

Previous **Next**

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14. You will be prompted with a series of questions about you and your students with whom you completed your edTPA. These include grade level, school locale (city, suburb), your primary language, your ethnicity, etc. Answer these to the best of your ability or decline to answer if that is an option.

Background Questions

15. Reason for Assessment. Chose the top one "==Educator preparation program requirement==" then select 'next'

Home / Register

Background Questions

Reason for Assessment

Which of the following statements best describes your reason for taking this assessment?

| Select one. |
| --- |
| ○ Educator preparation program requirement |
| ○ State educator licensure/certification requirement |
| ○ Both of the above |

Previous **Next**

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16. Highest Educational Level: Select the highest educational level PRIOR to this assessment.

17. You will also be asked if you give permission to use your edTPA for educational purposes. This is entirely up to you.
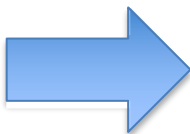
Home / Register

Background Questions

Use of Materials

Your edTPA submission, including text, graphics, digital files and video or audio recordings, will be scored under secure conditions and made available, without identifying information, for edTPA program development and implementation, including scorer training.

Your edTPA submission materials can also contribute significantly to continued edTPA program improvement activities conducted by Stanford University and Pearson, such as future validity and reliability studies of edTPA. If you consent to have your submission used in support of these continued program improvement activities, your materials would be used without your name or other identifying information and would remain secure.

To indicate your decision, please select one of the following.
○ Yes, I give my permission to use my edTPA submission to support continued program improvement activities.
○ No, I do not give permission to use my edTPA submission for continued program improvement activities.

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18. You will be asked about the percentage of free/reduced lunches, how many ESL learners are in your classroom, special education eligibility, etc. Please answer these to the best of your ability. It helps the assessor learn about your classroom. You will not be judged on your answer.

Background Questions

Student Information: Free/Reduced Lunch

Approximately what percentage of the students in your classroom qualify for free/reduced lunch?

Select one.
○ <10%
○ 10-25%
○ 26-50%
○ 51-75%
○ 76-100%
○ Decline to answer

Student Information: English Language Learners

Approximately what percentage of the students in your classroom are identified as English Language Learners?

Select one.
○ <10%
○ 10-25%
○ 26-50%
○ 51-75%
○ 76-100%
○ Decline to answer

Student Information: Special Education Eligibility

Approximately what percentage of the students in your classroom are eligible for Special Education service (not including "Gifted/Talented")?

Select one.
○ <10%
○ 10-25%
○ 26-50%
○ 51-75%
○ 76-100%
○ Decline to answer

Previous **Next**

19. You will be asked to provide the number of weeks and hours per week in your clinical experience. If this is your first time student teaching in your program, you will select 1-10 and 31-40, respectively.

Background Questions

Clinical Experience : Number of Weeks

How much clinical experience/student teaching did you complete in your program prior to completing edTPA?

Select one.
○ 0
○ 1-10
○ 11-20
○ 21-30
○ 31-40
○ 41+
○ Decline to answer

Clinical Experience : Hours per Week

How much clinical experience/student teaching did you complete in your program prior to completing edTPA?

Select one.
○ 1-10
○ 11-20
○ 21-30
○ 31-40
○ 41+
○ Decline to answer

20. The next screen asks if you would like your scores sent to you via Email. Select '**Yes**'. Your scores will be available for two years. Make sure you save the results once they are available.

21. Additional States to Receive Scores: If you wish to send your scores to an additional state or states that accept edTPA scores, you must select one or more of those states at this point in your registration.

22. Review your registration: Carefully review your selections and select change if you need to make any revisions.

23. Once registration is complete, you will add your assessment to your cart. **PLEASE DOUBLE CHECK** to make sure that you are using the correct assessment and that it is the **NATIONAL** version. If you have added the correct assessment, select "**Check Out**."

Home / My Account / View Cart

View Cart

Description	Actions	Price
Registration	Remove	
Secondary English-Language Arts (National)		$300.00
List of items in cart	Total:	$300.00

Check Out

↑ Top of Page

24. You must now acknowledge your agreement to the edTPA Rules of Assessment Participation. Click "I acknowledge" and Next.

25. The next page will allow you to **enter your voucher** in order to pay. See below:

Payment

Description	Price
Registration	
Early Childhood (National)	$300.00
Enter a voucher	Apply
Total:	$300.00

Withdrawal/Refund Policy

26. Select "**Enter a Voucher**" and input your code provided by CSU. Read the Withdrawal/Refund Policy and check "I acknowledge" and Next.

27. On the last screen of the registration process, click Next to proceed to indicate your portfolio system.

28. **You will then choose "Pearson ePortfolio"** to begin building your portfolio**.**

29. Start Building your Portfolio: **Click on the Pearson ePortfolio System**

Using the Pearson ePortfolio System

Using the Pearson ePortfolio System

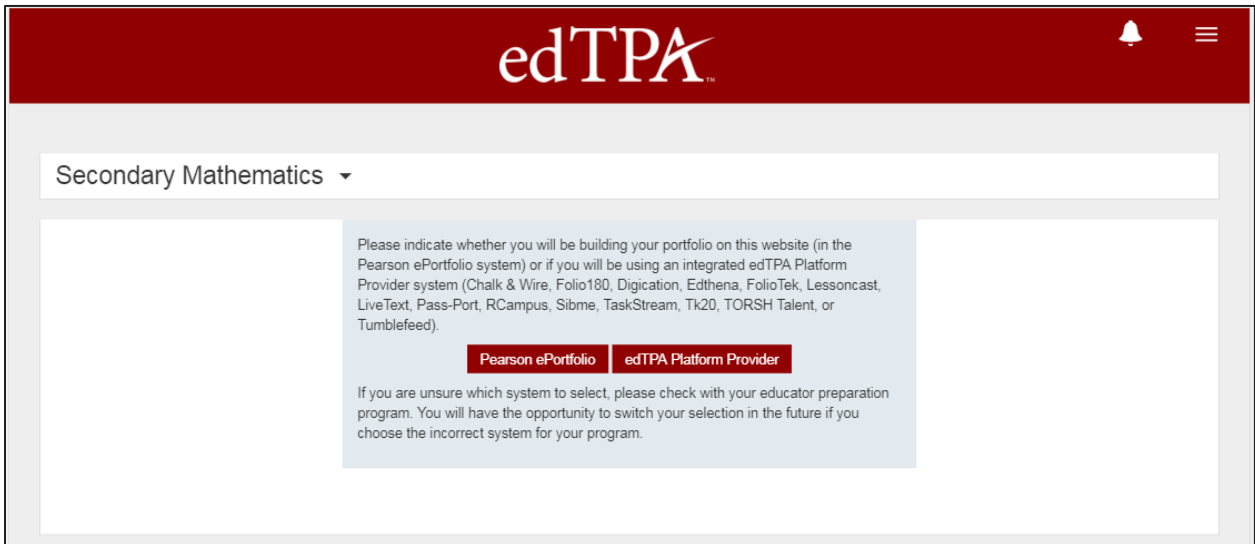Welcome to the Pearson ePortfolio system.

This guide provides the following instructions for candidates using the Pearson ePortfolio system:

- [Select Your Portfolio Platform System](#)
- [Prepare Your Portfolio](#)
- [Request and Receive Feedback](#)
- [Submit Your Portfolio](#)

Select Your Portfolio Platform System

The Pearson ePortfolio system is an easy-to-use online system for creating and submitting your edTPA portfolio.

After registering for edTPA at www.edTPA.com, follow the link to "Choose a Portfolio Platform System." Click on the Pearson ePortfolio button on the assessment tab to select it as your portfolio platform system.

If you select edTPA Platform Provider in error, you can switch to Pearson ePortfolio by clicking the link to switch systems on the next screen.

You will be able to alter your choice between the Pearson system and an integrated edTPA platform provider system as you are working on your portfolio.

Secondary Mathematics ▾

Your authorization key is xxxx-xxxx-xxxx-xxxxK

Use your authorization key to transfer your complete edTPA portfolio from your integrated platform provider's system to the Pearson ePortfolio system (this site). Please note that it can take up to **48 hours** to transfer your portfolio.

Please follow these steps to transfer, review, and submit your portfolio for scoring:
1. Transfer your portfolio from the integrated platform provider's system to this system using the authorization key above.
2. Sign in to the Pearson ePortfolio system (this site) to review your transferred files.
3. Submit your portfolio for scoring through the Pearson ePortfolio system.

Need to use the Pearson ePortfolio system to build your portfolio? Click here to switch systems. ⓘ

Prepare Your Portfolio

After selecting Pearson ePortfolio as your portfolio platform system, you will be able to start building your portfolio. Your Portfolio Summary Page contains the tools you need to start building your portfolio and provides a dashboard view of your progress.

Your Portfolio Summary Page

Your Portfolio Summary page provides the following information:

An area to review system messages and to navigate to basic account features such as Help, to access system tutorials, and Contact Us, to access Customer Support.

Subject area(s) for which you are registered
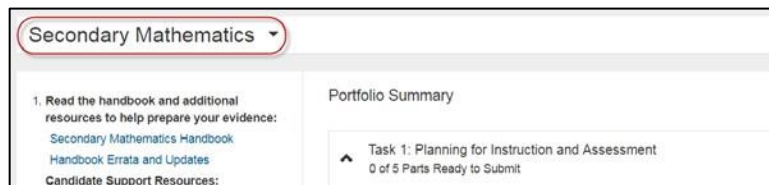
Instructions for creating your portfolio, including a link to your assessment handbook, links to candidate support resources, and links to other resources if available

Progress indicator for each task, indicating how much work you have currently completed toward your portfolio

Buttons to navigate to the working page for each Task Part, where you upload your work. The button labels change as follows:

Start before you have uploaded any work

Update when you have uploaded at least one file, but it has not been reviewed or marked ready to submit

View when you have uploaded files and marked them ready to submit
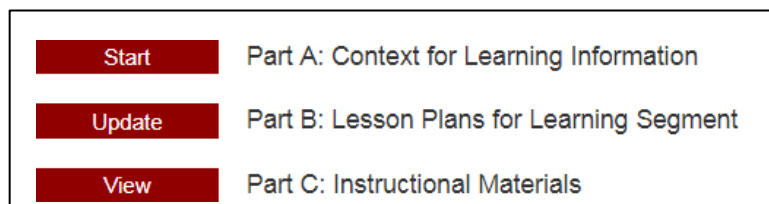
Part Requirements

Each **Task** in edTPA is composed of one or more **Parts**.

Click the Start button next to any Part from your Portfolio Summary page to begin work on that Part.

To build your portfolio, you must upload one or more files in response to each Part's requirements. The requirements for each Part are described in the assessment handbook.

Templates

Templates are provided for certain Parts in edTPA. To access and use a template:

1. Click the link for Step 1 in the instructions panel to open the template for this Part.

2. Save a copy of the template file to a folder on your local drive where you can work on the file until you're ready to upload it.

3. Follow the directions in the document to prepare your work.

Uploading and Reviewing Files

1. Click the Upload File button, and locate the file on your local drive.
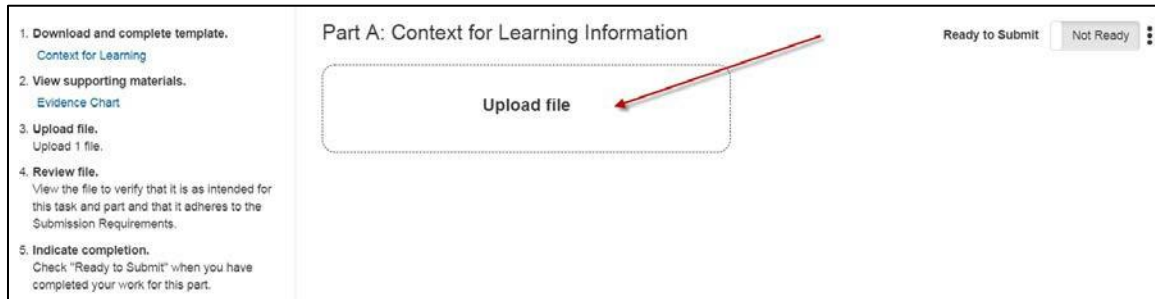
The time required to complete the upload process will vary depending on file size and network speed.

2. Some Parts require that you assign labels to your uploaded files. You will be prompted to select labels during the upload process.
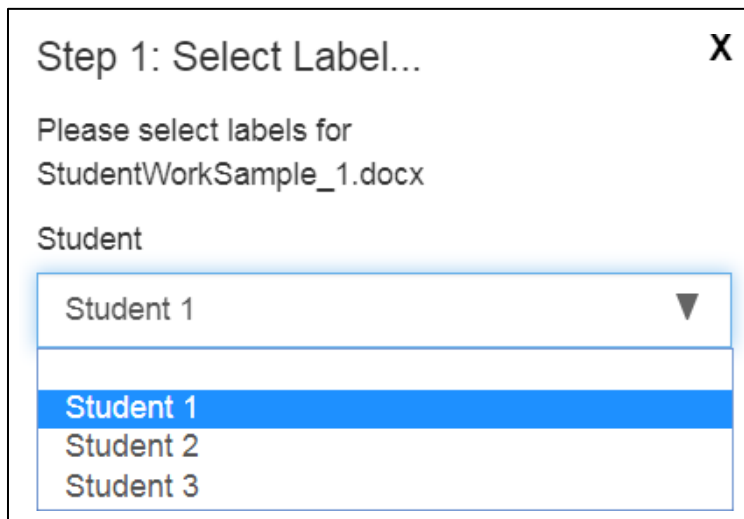
Note that you will be able to change the label after the file is uploaded.
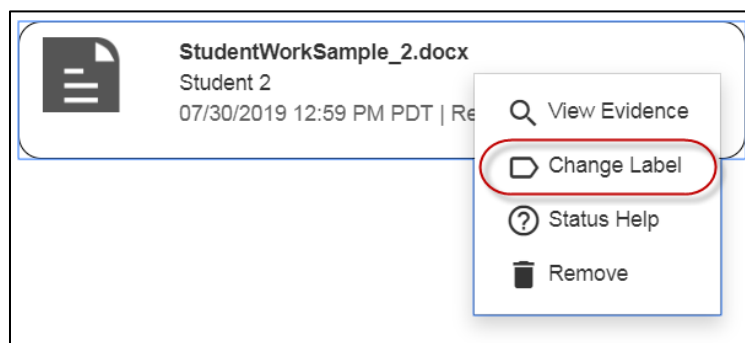
3. Review each file. Open and review every page of each document and play the entire length of each audio and video file to insure they comply with submission requirements.
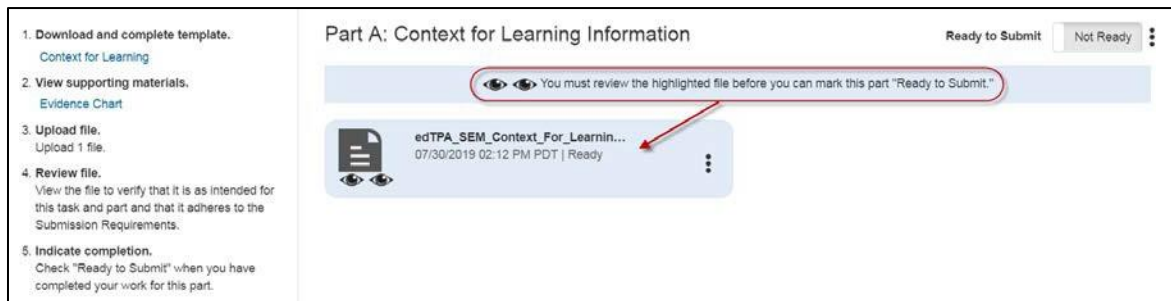
Note: When reviewing your video files, play the entire video to ensure that the video plays as intended with a single audio track that can be clearly heard by a scorer. Review Recommended Video Formats and Settings for information about captioning and what to do if your video has multiple audio tracks.

4. When you consider your work for a Part finished, check Ready to Submit.
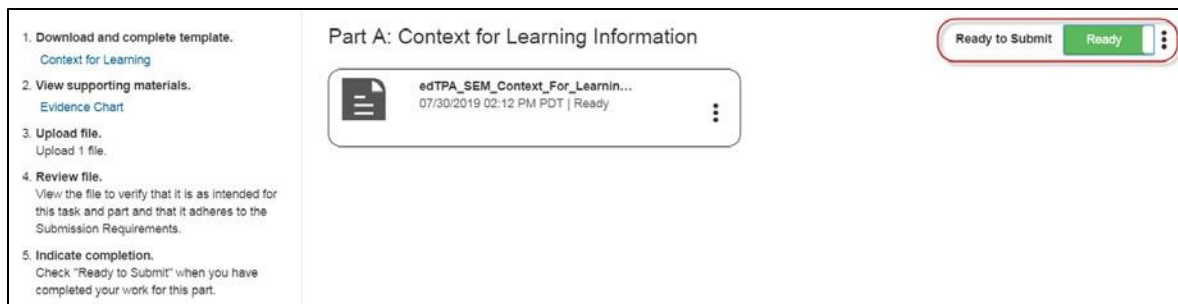
Note that if you later decide you want to make additional updates to the Part, you can uncheck Ready to Submit any time prior to submitting your portfolio for scoring.

Continue building your portfolio for each Task in the assessment by following the steps described above.

If you make revisions to your work, you can upload a new version of any file by clicking Replace. The system will replace the original uploaded file with the new version. If you wish, you may remove an uploaded file from your portfolio by clicking Remove.

Part A: Context for Learning Information

edTPA_SEM_Context_For_Learnin...
07/30/2019 02:12 PM PDT |

Q View Evidence
? Status Help
↻ Replace
🗑 Remove
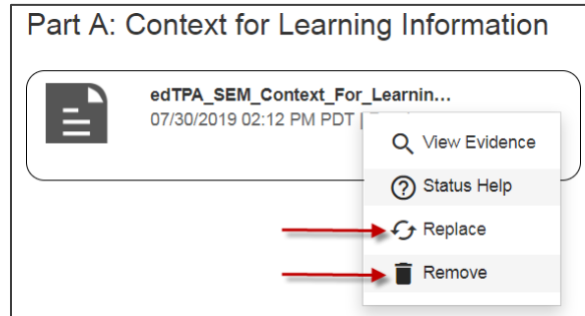
Remember that your Portfolio Summary page will reflect your progress as you build your portfolio. The status bars will indicate your current progress in each Task.

Ensure Your Portfolio Is Scorable

A fully scorable portfolio is one that can be reviewed by a scorer and have scores assigned to all rubrics. Before you submit your portfolio, review the edTPA Submission Requirements and Condition Codes and confirm that all of your submitted materials meet these requirements for a scorable portfolio.

Documents. Ensure that you review every page of each document. Confirm that the document in the system is complete and conforms to the directions in the handbook and the guidelines in edTPA Submission Requirements and Condition Codes.

Videos. When reviewing your video files, play each file through completely. If the audio is not completely clear throughout, video captioning may be used as a method to provide a transcript of any audio track that may be difficult to hear or understand. This applies to all content areas.

As with written transcripts, the use of video captioning is permitted only to clarify for a scorer what is being said in the video recording and cannot be used to enhance the video recording with additional content. Review Recommended Video Formats and Settings for more information.

Your videos should use a single audio track. If you used multiple microphones and multiple audio tracks were created when recording the video, review Recommended Video Formats and Settings for information about what to do if your video has multiple audio tracks.

Request and Receive Feedback

If your institution uses this system feature, you may request feedback from a Faculty Reviewer on any file that you have uploaded.

Part-Level Feedback

After you have uploaded your work, and the system displays a file status as Ready, you may request feedback. To submit a feedback request for your work, click the Request Part Feedback link on the Part page.

The system generates a standard message with some pre-filled information.

To complete your request:

1. Open the dropdown menu in the To field to select your Faculty Reviewer. The reviewers listed here have been assigned by your institution. If you do not see a specific Faculty Reviewer's name or have questions, contact your faculty advisor.

   In this example, the feedback request is for Task 1, Part A only. As the Note in the message states, Faculty Reviewers will be able to view all of the files you have uploaded, not just this one. This allows Faculty Reviewers additional context when providing feedback.

2. You may enter additional text in the message to your Faculty Reviewer.

3. When you're ready, click Submit. The request is sent to the Faculty Reviewer through the Message Center, Pearson ePortfolio's messaging system.

Task or Portfolio-Level Feedback

You may also specifically request feedback for all uploaded files at the Task or Portfolio level.
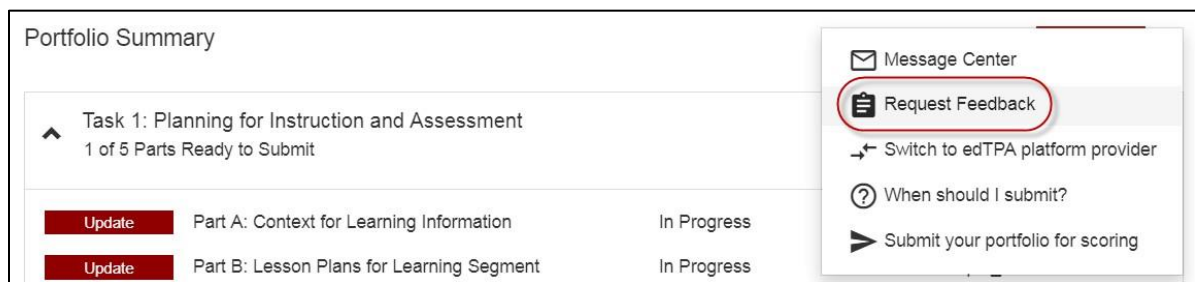
Do this by using the Request Feedback link on your Portfolio Summary Page. When you request feedback from your Portfolio Summary Page, you may select any Task for which you have uploaded files, or you may select "Entire Portfolio."
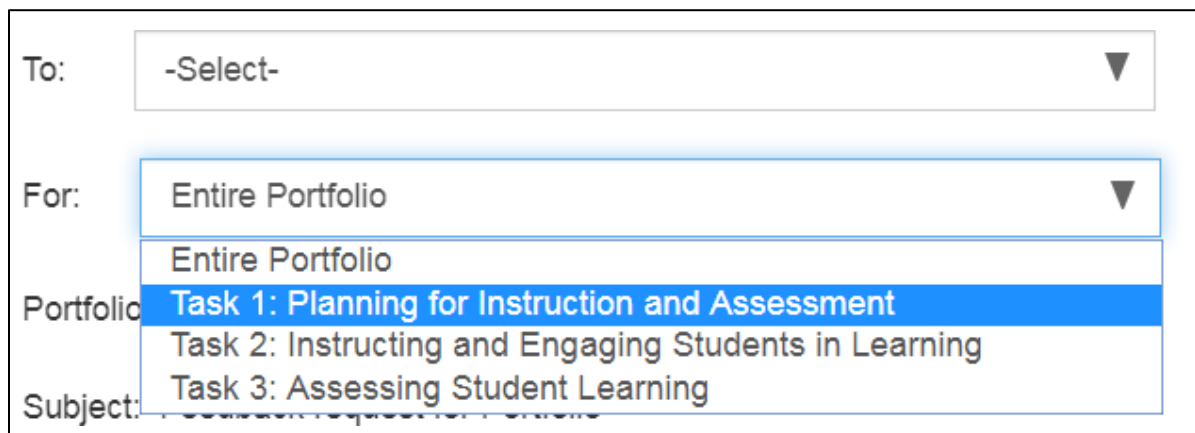
The process for completing the feedback request message is the same as described above.

Receive and Review Feedback

When your Faculty Reviewer responds to your feedback request, you'll receive an alert sent to the email address you provided when you registered in the Pearson ePortfolio system.

To open the feedback message, you'll need to:

1. Click on the link provided in the email message and sign in to the Pearson ePortfolio system.

2. From your Portfolio Summary page, click the Notifications icon.
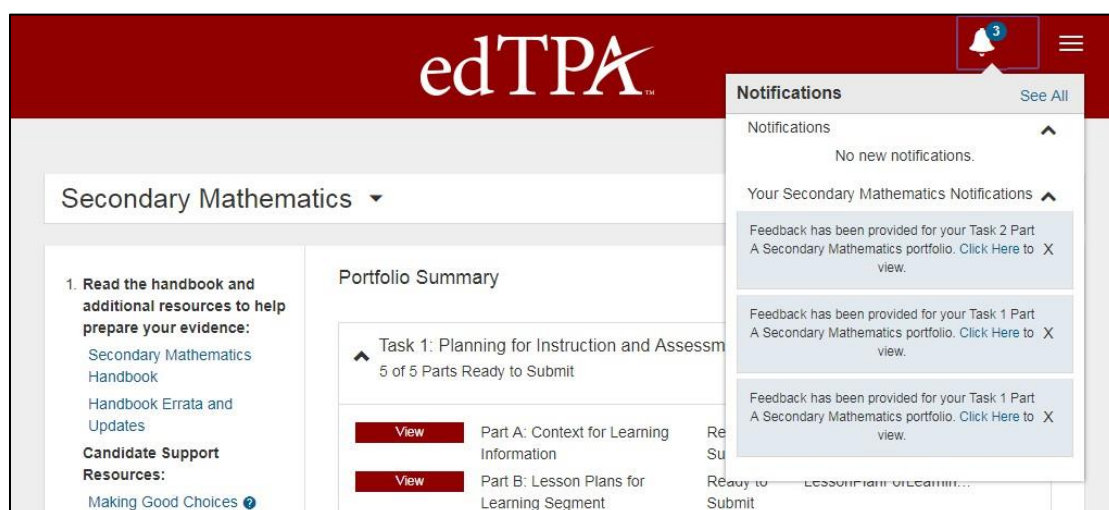
3. Click the message to open it.
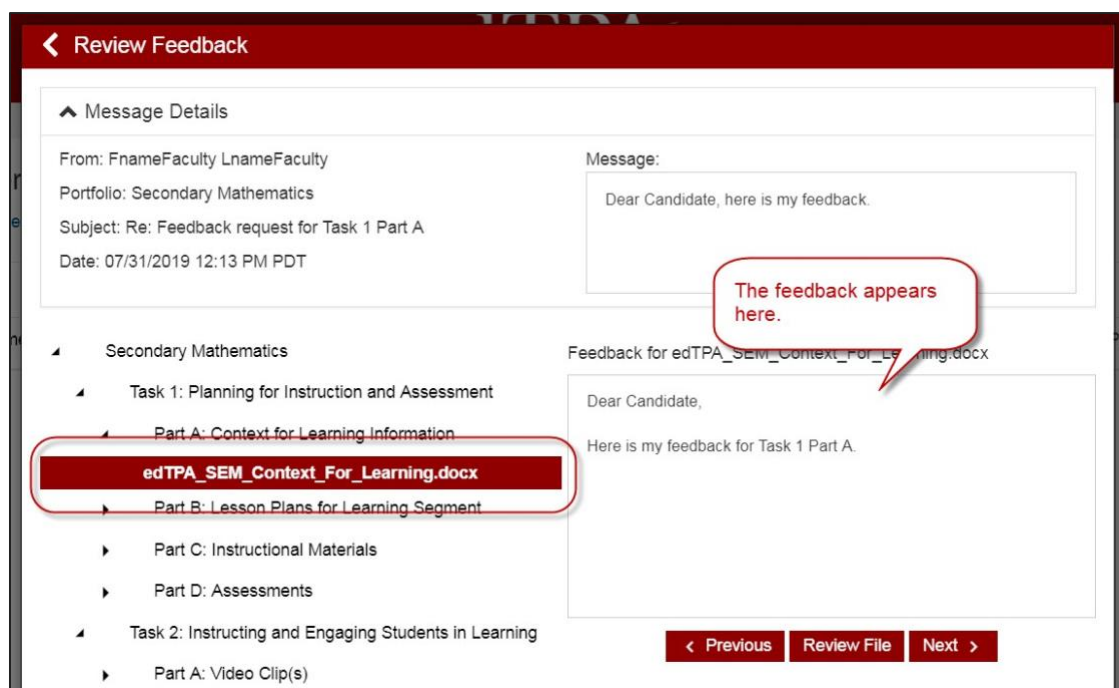
4. Navigate to each file in your portfolio to review the feedback for that file.

Reviewing Feedback on Your Written Work

Once you've opened your feedback message and selected a file from the menu, you can click the Review File button in the message to review your uploaded work while reading the feedback.
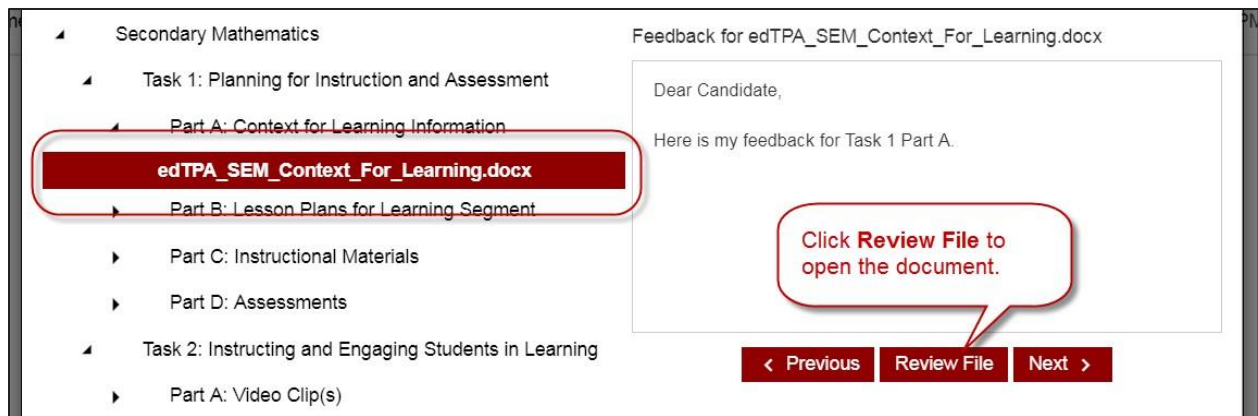
The system displays your document with the reviewer's feedback included.
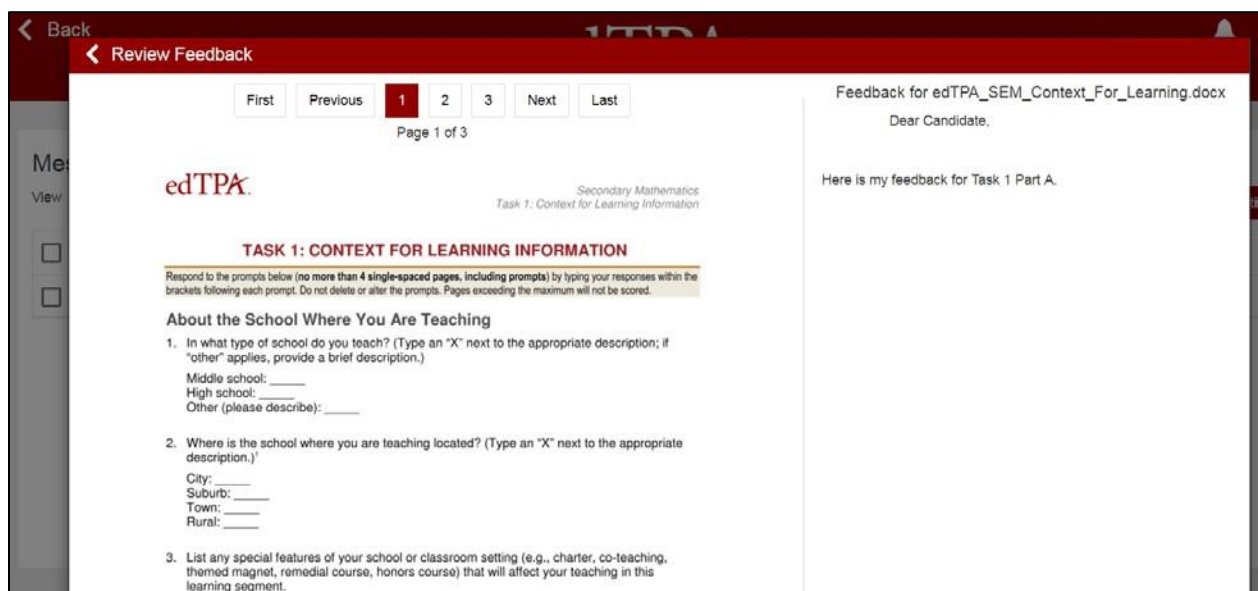
Remember: To revise your work based on faculty feedback, edit your original file and then upload the revised version. You will not be able to edit files within the system.

Note that your Message Center has features similar to other email systems. You can view your Inbox and Sent folders, and mark messages for deletion.

To sort messages in ascending or descending order, click the header of any column, including the "from," "subject," and "received" fields.

Reviewing Feedback on Video and Audio Files

When you open feedback for a video or audio file, you'll see in the feedback message window a list of all the time-stamped annotations that your Faculty Reviewer entered into the video annotation tool. If you would like to play the video or audio file while reviewing the feedback, just click Review File to open the system's player.
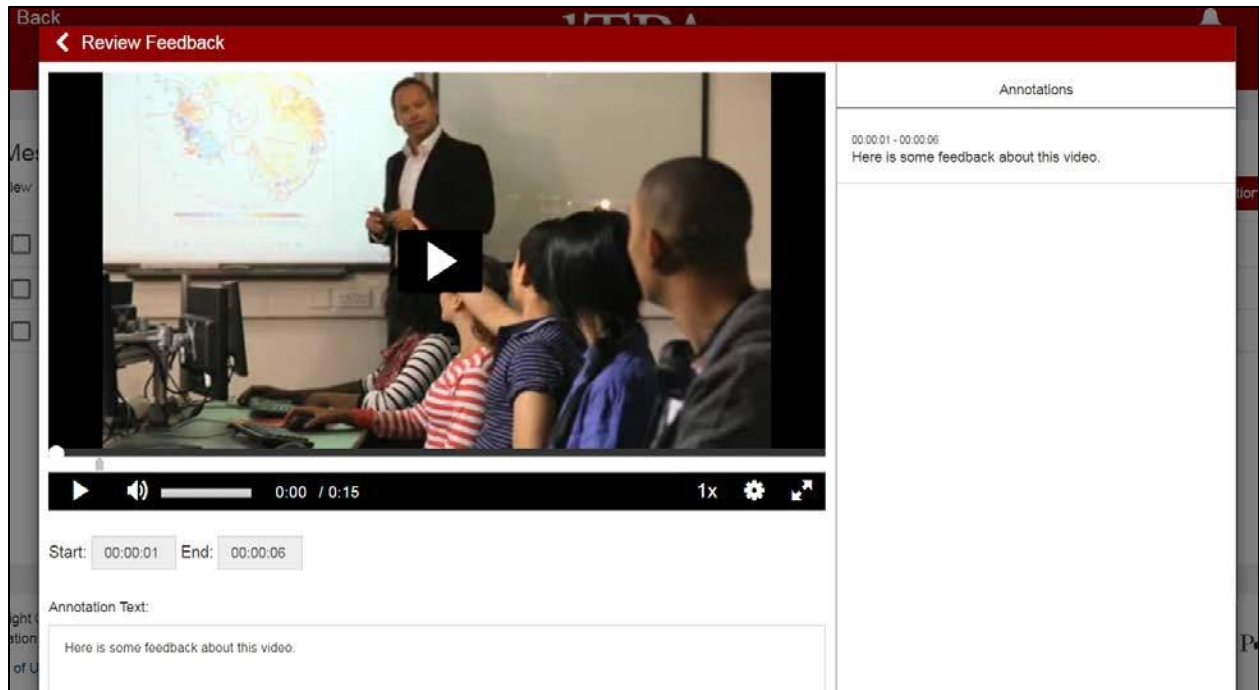
Use the controls to play and pause the video while you review the feedback.

Submit Your Portfolio

> **Note:** Be sure to allow yourself adequate time before your planned submission date to upload and review your files in the Pearson system and to complete the submission process for scoring.

Readiness Checklist

Before submitting, make sure your portfolio is complete and ready for scoring. Have you:

- ☑ Signed in to the Pearson ePortfolio system?
- ☑ Stored a copy of your work in a secure local location?
- ☑ Uploaded all of the required files into the system?
- ☑ Reviewed each of your files within the system?
- ☑ Reviewed the edTPA Submission Requirements and Condition Codes and confirmed that all files meet these requirements for a scorable portfolio that can be reviewed by a scorer and have scores assigned to all rubrics?
- ☑ Marked all Parts as Ready to Submit?

Each Task in your Portfolio Summary page should look like the following example. If any Task has Parts that are not marked Ready to Submit, then the Submit Portfolio for Scoring button will be disabled.
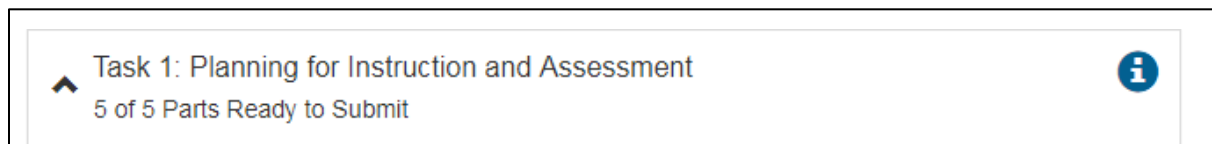
If you are ready to proceed, click the Submit button.

> **Note:** When you submit your portfolio, you will be required to consent to a set of Submission Agreements. These agreements are available for your review before you submit your portfolio on www.edTPA.com.

After you submit your portfolio, your Portfolio Summary page should look like this:
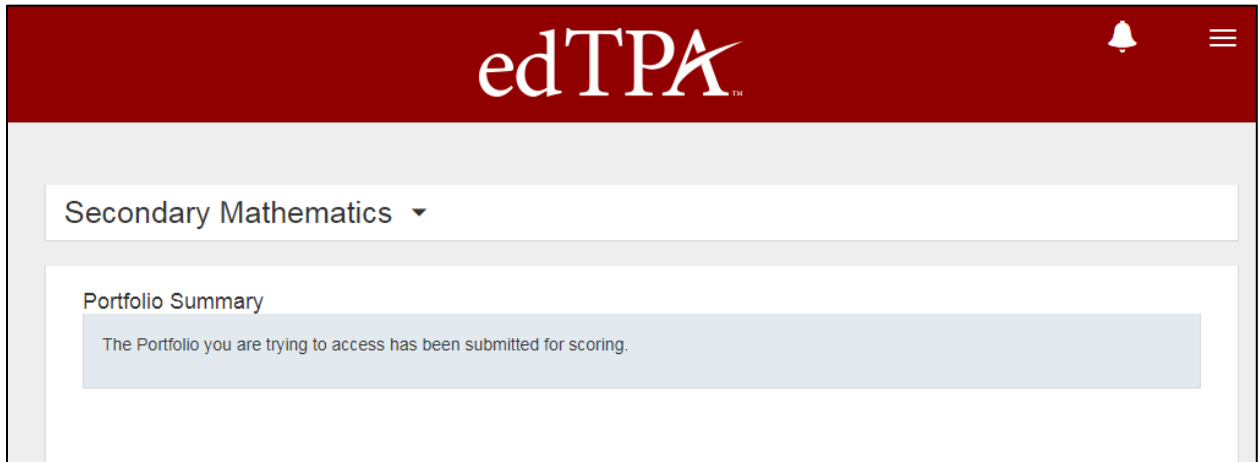
Remember: After you have submitted your portfolio you will no longer have access to your files, or any feedback, within the system.

edTPA Submission Requirements

edTPA Submission Requirements and Condition Codes

Submission Requirements

Before beginning to create your edTPA assessment submission, you must review these Submission Requirements to ensure that:

- your edTPA materials will meet the technical specifications for artifacts required and

- you have provided all the evidence necessary for your full portfolio to be scored.

All portfolios that are successfully submitted in the Pearson ePortfolio system will go to a scorer for scoring. A fully scorable portfolio is one that can be reviewed by a scorer and have scores assigned to every rubric. If your submission does not meet the Submission Requirements, a condition code may be applied during the scoring process instead of a numerical score for one or more rubrics.

Condition codes will be shown on your score profile and if two or more condition codes appear in a single task, the task and whole portfolio totals will not appear on the score report – instead the task and portfolio will be reported as "Incomplete."

If your completed submission, or portions thereof, cannot be scored due to failure to meet Submission Requirements, no refund will be issued, and no portion of your assessment fee can be applied to the cost of any future edTPA registration or associated services. If you receive two or more condition codes within the same task, the task score and total portfolio score are reported to the state and your Educator Preparation Provider as "incomplete" and you must retake those tasks in order to receive a numerical Task Total and Total edTPA Score. Consult your state's passing standards to determine the impact of condition codes and an "incomplete" passing status and the requirements for resubmission or retake of edTPA.

In addition to these specific Submission Requirements, you must also review and comply with all other requirements for your content area contained in the edTPA Assessment Handbook as well as the policies for candidate registration, assessment, and score reporting as posted on the current edTPA.com website.

Note that any material that is intended to be part of your edTPA submission must be uploaded or transferred to the Pearson ePortfolio system prior to the submission of your portfolio. Scorers will not be able to access hyperlinks to documents or webpages (e.g., posted lesson plans) contained in your submitted artifacts and documents. Hyperlinks are acceptable as references in your citations, but will not be used by scorers to reference information outside of your submission.

In order for your edTPA submission to be scored, it must meet these Submission Requirements. If your submission does not meet these requirements and your submission, or portions of your submission, are deemed unscorable or a task is "incomplete," your score profile will specify one of the following "Condition Codes," and the rubric(s) performance description described on the score profile will provide information indicating the requirement(s) not met.

- **Artifacts and Commentaries for Planning Task must be scorable.** Your edTPA portfolio documents your planning, instruction and assessment within a learning segment designed to meet the learning needs of your students.

    Condition Code A may be assigned to Rubrics 1–5 for the following reasons:
    - Fewer than three lesson plans are submitted, OR
    - for middle/secondary candidates teaching within a large time block, the lesson plans cover less than 3 hours of instruction.

    Planning Task rubrics could also be unscorable for any of the reasons indicated in Condition Codes D through H. You should review all of your uploaded or transferred materials prior to submission, particularly those related to planning rubrics, to ensure that your edTPA submission meets all requirements for scoring.

- **Video: Any required video components of your submission must conform to technical specifications.** (e.g., format, file type), and be viewable by scorers. After uploading or transferring your video, you must review it in the Pearson ePortfolio system prior to submitting your assessment, even if the video file was playable prior to upload or transfer. Your review will confirm that your submitted video meets the technical specifications and can be viewed by scorers by confirming successful playback prior to submission.

    Condition Code B will be assigned if your video cannot be played at all or if it is of insufficient technical quality to view.

- **Audio: The audio for required video components must be intelligible to scorers.** Review your video(s) prior to submission for potential background noise or poor audio quality that would interfere with a scorer's ability to hear you and your students. Please note that some environments (e.g., auditorium, gymnasium, pool) are less conducive to audio recording, and make any appropriate adjustments when recording your video to ensure adequate audio quality. If short sections of the video clip(s) are inaudible, you may include a written transcript at the end of the commentary template.

    Condition Code C will be assigned if your video contains no audio or if the audio associated with your video is of insufficient technical quality to review.

- **Artifacts and commentaries must provide sufficient evidence so that scorers can evaluate your performance according to the edTPA rubrics.**

  Condition Code D may be assigned for the following reasons:
    - No response to the commentary prompt(s) provided or response is unrelated to edTPA tasks
    - The total time of your video clip(s) submitted for Task 2 is less than three minutes
    - The response to the commentary prompt was not within the allowable page limits (i.e., substantive response to the commentary prompt appeared after the maximum page limit for the document)
    - Alternative Evidence Only: There was not enough detailed description in the transcript to understand instruction

  Note: Materials that must be translated into English should be added to the original materials as part of the same file or, if applicable, to the end of the commentary template. There is no page limit for translations into English.

- **Submitted files must be correctly uploaded or transferred to the appropriate designated location in the Pearson ePortfolio system.** Blank files cannot be scored. All required documents must be legible, including handwriting in student work samples as well as candidate-typed responses. You must submit all materials required for your content area. You must review your uploaded or transferred materials prior to submission to ensure that you are submitting the correct, unique file(s) for each Part.

  Condition Code E may be assigned for the following reasons:
    - The incorrect file was uploaded to the designated location.
    - The file was blank, containing no text or graphics, or the video clip or audio file contained no content.
    - The file could not be opened for technical reasons (e.g., file extension does not match file type).
    - Documents are illegible (e.g., handwriting not legible, images are blurry, reduced in size, or otherwise cannot be read).
    - No referenced artifact submitted (e.g., Evidence of Feedback is referenced or described in the Commentary, but not submitted).
    - Hyperlinks to external documents are provided in lieu of the actual documents.

- **Submitted video clips for Task 2 must be continuous and unedited, with no interruption in events (e.g., you may not edit a video clip to remove "quiet time" when students are working independently, edit out physical transitions, or edit out disruptive behavior).**

  Condition Code F may be assigned for the following reasons:

- o Your video is edited.
- o Your face does not appear in at least one of the Task 2 video clips, or the video has been edited to intentionally blur the candidate's face.

Exception: Video evidence of video student work samples, assessment feedback, and video evidence of academic language use can be edited to include multiple clips. In addition, while there is no minimum length for other instances of video evidence outside of Task 2, the clips should be long enough to provide sufficient context for the scorer to evaluate the evidence in the clip.

See your edTPA handbook for modifications that may be allowed under some conditions (e.g., captioning if certain portions of a file are inaudible).

You must review your uploaded or transferred video clip(s) prior to submission to ensure that they meet all the video requirements described in the handbook.

- **Submitted materials must correspond to the edTPA content area for which you have registered and conform to handbook instructions.** Materials related to a content area for which you have not registered cannot be scored. Materials completely unrelated to edTPA cannot be scored.

  Condition Code G may be assigned for the following reasons:
    - o The learning objectives are not in the registered content area.
    - o The submission corresponds to a different content area than the area for which you registered (e.g., you registered for the Physical Education edTPA assessment, but all submitted materials are related to a Health Education content area).
    - o Artifacts are unrelated to the learning segment focus.
    - o The number of students does not meet the minimum group size as specified in at least one of the Task 2 video clips as directed in the Handbook.
    - o The student work samples are different for one or more focus students than described for the whole class. (Note - This is not applicable to Special Education and is only applicable to the common assessment for Early Childhood.)

      Exception: Differences in assessment are permitted if the assessments address the same central focus but are adapted to be more appropriate for the focus student(s) needs.

    - o The work sample evidence for one or more focus students does not demonstrate what the student(s) knows and/or is able to do (e.g., evidence is limited to a student survey, self-assessment, peer assessment, or work completed by a group).

      Note: Applies to Task 3's work sample evidence and Task 4's formative and re-engagement work sample evidence.

    - o The number of students in the Context for Learning does not meet the minimum group size.

- The video work samples do not meet the handbook requirement of recording student performance in the context of regular instruction within the whole class activity. (Applies to Physical Education only.)
- The number of students in the learning segment assessment does not meet the handbook guidelines.

    Note: If one or more students who are intended to count for meeting the minimum group size requirement are only partially visible in the video clip, provide a time stamp reference and description of where a partial view of student(s) occurs within your response for Prompt 1 of the Instruction Commentary.

- More than one condition code applies to a rubric. Within 1–2 business days after a score reporting date, the candidate will receive information regarding the specific condition codes.

- **Translations/transcripts of materials (videos or documents) that were written or recorded in the language of instruction other than English, are required for assessment areas/specialty areas without bilingual placement specialty area options.**

    Translations/transcripts of materials should be added to the original materials as part of the same file or, if applicable, to the end of the commentary template of the corresponding edTPA Task. There is no page limit for required translations into English.

    Exception: Translations are not required for materials that were written or recorded in a language of instruction other than English if one of the following conditions applies:

    - You have registered for any one of the following assessment areas/specialty areas:
        - any World Language
        - any Classical Language
        - Elementary Literacy— Bilingual placement with instruction in Spanish
        - Elementary Mathematics—Bilingual placement with instruction in Spanish
        - Elementary Education: Literacy with Mathematics Task 4—Bilingual placement with instruction in Spanish
        - Elementary Education: Mathematics with Literacy Task 4—Bilingual placement with instruction in Spanish
        - Special Education—Deaf and hearing impaired (for ASL only)
        - English as an Additional Language: Translations are necessary only when highlighting key exchanges that reveal students' content understandings and/or language proficiency. Translations do not need to be a full transcript and can be provided within the commentary and noted with video clip timestamps.

- You are enrolled in a California educator preparation program and have selected a Bilingual Placement field specialty area that corresponds with the language of instruction of your submission. For more information, please visit *edTPA.com California state-specific webpage*.

Condition Code H may be assigned if the English translation requirement has not been met:

- Translations/transcripts for materials written or recorded in a language of instruction other than English are not provided, and the portfolio does not meet the criteria for one of the exceptions listed above.
- Materials have been submitted in a language (other than English) that do not correspond with the language of instruction for the Bilingual Placement specialty area selected during registration. Candidates must register for a Bilingual Placement specialty area which corresponds with the language of instruction.

Note: Translations or transcripts are not required for written evidence added to the end of the Instruction or Assessment Commentary because of poor audio quality of short sections of video clip(s). There is no page limit for translations into English.

If you are unable to resolve a technical issue observed when you review your uploaded or transferred materials, contact **Customer Support** for assistance prior to submission.

Condition Codes and Condition Code Details

After receiving score results, you may contact **Customer Support** to request additional information about condition codes and required retakes. Your educator preparation program provider may provide additional support and resources on available options for edTPA retakes.

Note: ONLY candidates may contact Pearson Customer Support to discuss score results. Because of privacy and student information laws, Pearson Customer and edTPA EPP Support will not share any candidate score information with states, educator preparation programs, or faculty advisors. SCALE and Evaluation Systems group of Pearson continue to examine new methods to appropriately and efficiently communicate condition code information to candidates.

edTPA Candidate Attestations

edTPA Candidate Attestations

In order to submit your edTPA assessment to Pearson for scoring, you must confirm the following.

As the candidate, I confirm that:

- I have reviewed and agree to the "Rules of Assessment Participation."

- I have primary responsibility for teaching the students/class during the learning segment profiled in this assessment.

- The video clip(s) submitted show me teaching the students/class profiled in the assessment submitted; and my face appeared, at least once, in the video(s) for identification purposes.

- The student work included in the documentation is that of my students, completed during the learning segment documented in this assessment.

- I am sole author of the commentaries and other written responses to prompts and other requests for information in this assessment.

- I have appropriately cited all materials in the assessment whose sources are from published text, the Internet, or other educators.

- I have obtained permission from the parents/guardians of my students and from adults that appear on the video, and can produce such permissions if requested.

- I have reviewed and agree to the edTPA "Guidelines for Video Confidentiality for Candidates" including the prohibition regarding sharing or posting the edTPA assessment materials, including video to the internet (e.g., YouTube, Facebook) or other non-secured and/or publicly accessible locations.

- If my Task 2 synchronous video evidence was captured in a virtual or blended learning environment, I reviewed the "Guidance for edTPA in an Alternative Arrangement: Virtual Learning Environment" prior to submitting edTPA. Note: The guidance can be found at "Requirements and Considerations for Candidates Completing edTPA in a Virtual Learning Environment" on the edTPA website. I have reviewed my response to the classroom environment background question located in registration. I have verified that my selection accurately reflects the setting in which the video evidence of synchronous instruction for Task 2 was captured. The video evidence meets the handbook requirements and technical specifications for submitting edTPA in a virtual learning environment **OR** I submitted a request for alternative to video evidence. Upon approval, I followed the instructions to submit the alternative Task 2 evidence.

- I have reviewed the edTPA "Submission Requirements" and confirm that all of my submitted materials meet these requirements for a scorable portfolio that can be reviewed by a scorer and have scores assigned to all rubrics.

Once you submit your portfolio to Pearson, **you will no longer be able to view, edit, or retrieve it.** If you have participated in the formative feedback process with faculty reviewers, your faculty reviewers will no longer be able to view your portfolio in the Pearson ePortfolio system or send feedback through the Message Center.

If you have not yet reviewed your uploaded materials in their entirety to ensure that they appear as intended in the Pearson ePortfolio system, you must cancel your submission and do so before submitting.

Uploading edTPA to Taskstream

**OFS strongly suggests that students
upload their edTPA to
Taskstream and to Pearson
<mark>no later than one day before the
deadline.</mark>**

1. After submitting your edTPA to Pearson on the edTPA website, you will need to submit your edTPA to Taskstream. If you have not already done so, please upload all of your edTPA documents to your edTPA program on Taskstream using the edTPA DRF (the one that begins with edTPA). Please double check that you are using the correct template and not previous ones.

2. **Once all edTPA documents are uploaded into Taskstream**, submit to **Manager, Cleveland State** by selecting "submit work" in the upper right corner. There is no need to send to Pearson, you have already done that!
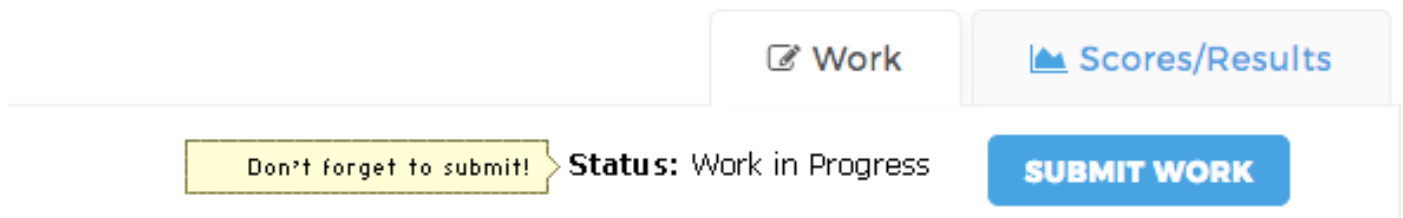
Remember to <mark>**submit to MANAGER, CLEVELAND STATE.**</mark>

You are DONE! Congratulations!

edTPA Score Requirements

edTPA Score Requirements

	edTPA SCORE	World Language edTPA SCORE
Average of 3 on 15 rubrics / 13 for World Language	45	39
Average of 2 on 15 rubrics / 13 for World Language	30	26
National passing range	42-37	36-32
CSU minimum	37	32
Must pass the OAE Assessment of Professional Knowledge	36-below	31-below

Requirement for scores of 36 and below (31 for World Language):
Students receiving an edTPA score of 36 and below (31 for World Language) will be marked unmet in Taskstream, and will need to register for and pass the OAE Assessment of Professional Knowledge