



**Rochester City School District  
PeopleSoft ePerformance Project**  
*Every child is a work of art. Create a masterpiece.*



**Oracle (PeopleSoft)  
ePerformance  
RTA Evaluation Training  
March 19 through 29**



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# Agenda

- Welcome/Introductions
- Purpose of training
- Performance documents
- Evaluation selection
- What's in your binder
- Training environment



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# Welcome / Introductions

- Instructors for ePerformance Training are Carlos Leal, Tyra Lewis, Mary Munoz & Rhonda Neal
- Introduction of attendees



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## Purpose of training

- Train you on the mechanics of completing your performance documents using the PeopleSoft ePerformance module.
  - Remember, for 2011-2012, you are completing Final (Annual) Evaluations in PeopleSoft.
  - More training in the summer for Goal Setting and Formal Observations in PeopleSoft
- Philosophy of why to give a particular rating is NOT part of this training.



# Performance Documents

- RTA – 6 evaluation choices (forms/templates)
  - APPR 60/20/20 (with and without PART)
  - APPR 80/0/20 (with and without PART)
  - Traditional Evaluation – 2004 Rubric
  - PART
- ASAR Certificated – 2 templates
  - APPR (applies to 3 principals for 2011-2012)
  - Current evaluation (CIAS form)
- RAP – 2 templates
  - Paraprofessionals
  - Teaching Assistants
- Templates to come – by June 1 (target)
  - BENTE
  - ASAR non-certificated



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## Evaluation Selection

- Teachers selected their evaluation method last November
- We have mapped teachers to their principal or administrator and the evaluation they selected and created the performance documents for your use.
- There are some teachers (less than 50) who are not mapped to an evaluation document. We'll be working on that as we finalize the HCM production environment for your use on/about Monday April 2.



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## What's in your binder

- The following documents are provided at the time of training:
  - Clearing Browser Cache
  - PeopleSoft ePerformance – Navigation Basics
  - Transferring an Evaluation Document
  - Bypassing the Goal Setting Step
  - Teacher Annual Professional Performance Review (APPR) Process
  - ASAR Certificated Performance Review Process
  - Performance Evaluation Review Process



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# Training Environment

- Special training environment for ePerformance – a copy of our HCM production system as of 3/11.
- This is a sandbox – play – environment. No e-mails will be sent when you complete steps.
- Type the following in the URL line of your browser window.
- <http://hcm91.rcsdk12.org:3254/HSHO91/signon.html>
- Your password will be the same as production unless you changed it after 3/11.





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## Question and Answer

- Questions, comments or concerns?
- Let's get started!!!