



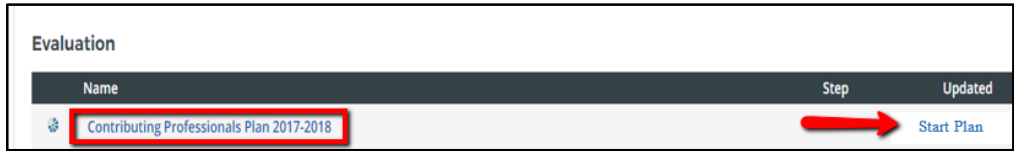
Richard Woods, Georgia's School Superintendent  
"Educating Georgia's Future"

**Georgia Department of Education  
TLE Electronic Platform  
Contributing Professional Quick Reference for  
PSC Professional Learning Goal Setting or  
PSC Professional Learning Plan Setting**

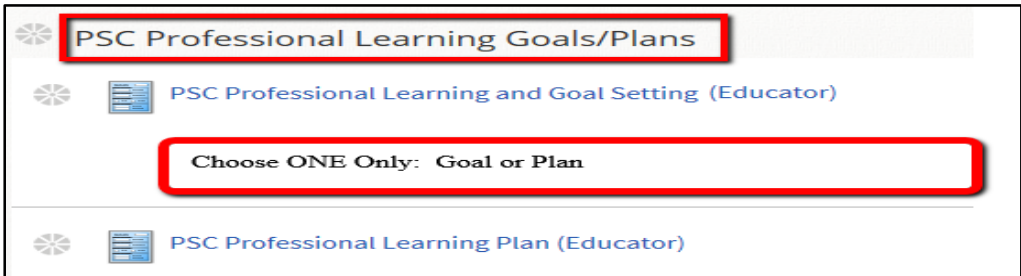
**PSC Professional Learning Type: Goals Setting or Plan Setting**

Contact the PSC for more information about using this container.

- Contributing Professional will click START PLAN on their current year Plan the first time they access the TLE Platform. After that, click on the Contributing Professional Plan 2017-2018 blue link.



- The Educator will click on the PSC Professional Learning Goal Setting/Plan container link. Contributing Professional will choose either the **PSC Professional Learning Goal** or the **PSC Professional Learning Plan** based on the credentials listed below.

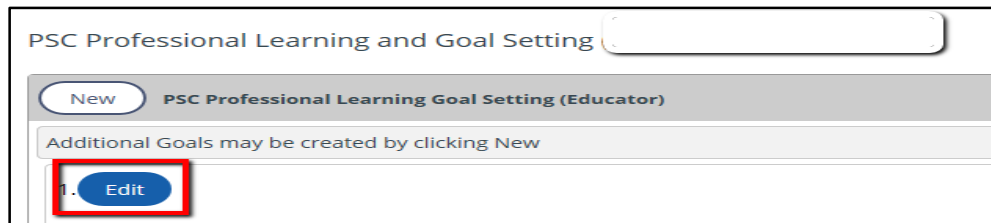


Educators who **DO NOT fit one of the following categories** can choose the Professional Learning Type: **Professional Learning Goal Setting**

- Induction Level
- Educator returning to the profession after an absence of one or more years
- Educator who is new to Georgia
- Educator who is working in a field that requires a non-renewable certificate
- Educator who is working in a certification field in which the educator has not worked before or has not worked in for a long period of time even though the educator is certified in this field
- Educator who received a Needs Development or an Unsatisfactory

**PSC Professional Learning Goal Setting**

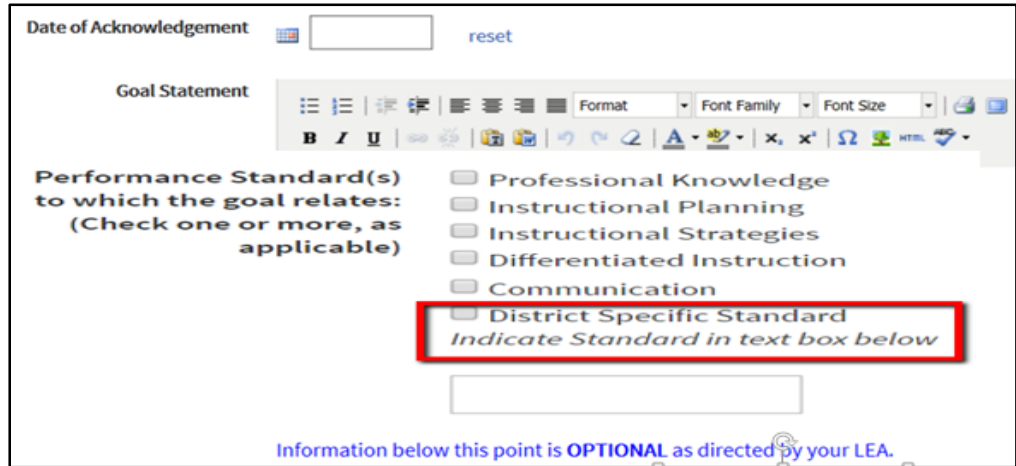
- Click on PSC Professional Learning Goal Setting. Click on EDIT



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**PSC Professional Learning Goal Setting**

2. Add the date, goal statement, and performance standards. Data Sources, strategies, documentation, and timelines are Optional as directed by your LEA.



Date of Acknowledgement  reset

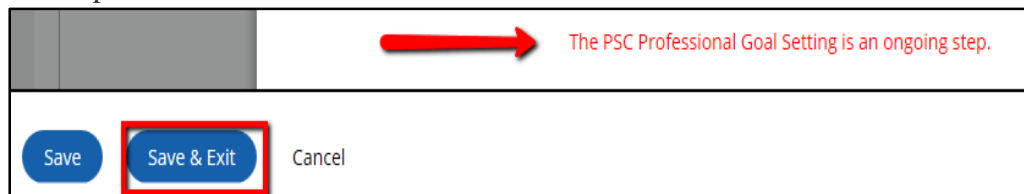
Goal Statement

Performance Standard(s) to which the goal relates: (Check one or more, as applicable)

- Professional Knowledge
- Instructional Planning
- Instructional Strategies
- Differentiated Instruction
- Communication
- District Specific Standard  
*Indicate Standard in text box below*

Information below this point is OPTIONAL as directed by your LEA.

3. Educator **WILL NOT click accept** until the Professional Learning Goal has been completed. Click Save and Exit



The PSC Professional Goal Setting is an ongoing step.

Save Save & Exit Cancel

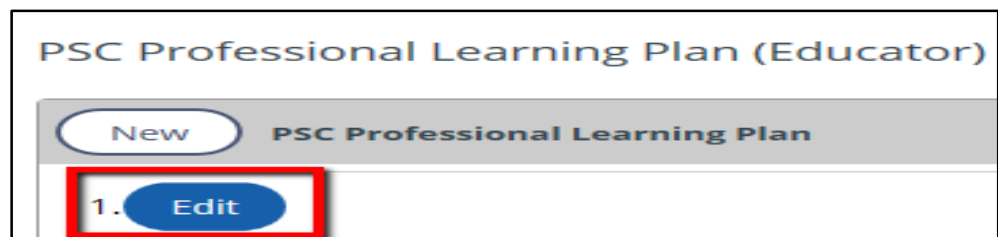
**PSC Professional Learning Plan**

1. Educators who fall into one of the 6 categories listed on page 1 will complete a Professional Learning Plan and select **PSC Professional Learning Plan**.



PSC Professional Learning Plan (Educator)

2. Educator will click EDIT to create the first Plan. Click NEW to create additional plans.



PSC Professional Learning Plan (Educator)

New PSC Professional Learning Plan

1. Edit



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## PSC Professional Learning Plan

- Educator will acknowledge that a learning plan is required by clicking YES or NO. From the list of Reasons, educator must select a reason for completing this PLAN. Educator will add the date, a goal statement and check goal related Performance Standards or District Standard.

- Educator will Identify Data Sources, strategies, documentation and a timeline (required). Add an attachment if applicable. **Click Save and Exit.**

- The Professional Learning Plan is an ongoing process and one or more goals may be added at the beginning of the year. If additional goals need to be added during the year, the educator will click NEW and follow Steps 3-7 on this page.
- Educator **WILL NOT** click **ACCEPT** until all goals in the Plan have been completed.