

# **STUDENT ASSESSMENT IN ONE45**

WORKPLACE BASED ASSESSMENTS (WBAs) GUIDE

# **STEP 1: NOTIFICATION**

Via One45, teachers will receive an automated email when a WBA is requested for completion. This message will contain the teacher's username and One45 link. First-time users will receive a password.



### **STEP 2: LOGIN**

Clicking the One45 link (www.one45.med.ubc.ca), teachers will use their username and password to login. If a teacher is missing details, they will click the "need help logging in" link and enter their email address to reset their account.

Welcome to One45				
Username				
username				
Password				
password				
Login	Need help logging in?			

Welcome to One45
Enter your email address to reset your password. For steps on what happens after you send the email reminder click <u>here</u> . Send email reminder to
email address
Send email reminder

### **STEP 3: WBA COMPLETION**

In One45, WBAs will be available under the teacher's To Dos. To start a WBA, teachers will select the bolded "target" name and provide student feedback.

Rolodexes Schedules Sendouts	Reports Form	ns Setup	Edstrom, Kr	One45 U	Iniversity	Find A Person	C	Q Support?
Kristen Edstrom	My To Do	os: 1					EXPAN	D ALL COLLAPSE ALL
Admin	Forms to c	omplete	(1)					~
To Dos 🛈	Please fill in t	he forms yo	u see here					
Personal Info Contact List	Target	Activity		Program	Dates 🔻	Form		Contact
Handouts & Links	Schwarz, Christy	Year 1 Ass of Medica	sessments (2024) :: MEDD 412: Foundation: al Practice II: CBL	s UG-Year1&2- Renewal	Jan 11/21 - Apr 16/21	WBA CBL (r. June 2020)	<u>del</u>	UBC Assessment & Evaluation 🖀

# **STEP 4: WBA SUBMISSION**

UBC

Once the WBA is completed, teachers must <u>submit</u> the form. If the WBA will not submit, ensure all mandatory responses (\*) are filled out.

University of British Columbia UG-Year182-Renewal	Section B: 1. If you have concerns about this student's performance in CBL and feel they would benefit from additional support, please check thi			
Evaluated By: Edstrom, Kristen (Admin) Evaluating : Schwarz, Christy (Admin IMP) Course : Year I Assessments (2024) :: MEDD 412: Foundations of Medical Practice II: CBL Dates : Jan 11, 2021 - Apr 16, 2021	This student requires additional support  Narrative explanation:			
* indicates a mandatory response WBA form for CBL	2. If you have concerns about this student's professional behavior, please check this box and provide a narrative explanation. O I am concerned about this student's professional behaviour Narrative explanation:			
About this WBA Tool: This assessment form is designed to illustrate the developmental progression of three complex skills within CBL tutorials. S year 1, end of year 1, and end of year 2 in preparation for clerkship). It is anticipated that many students will demonstrate Y progress. Your assessment will contribute to the aggregated information about each student, collected over the course.	SUMMIT SAVE AND CLOSE CANCEL			
For more information on how to use this WBA form, please click this link.	Commit responses and remove form from your inbox. Save current responses and Keep form your inbox for revision. available in inbox for commention			

#### **OPTIONAL: VIEWING SUBMITTED WBAs**

In One45, to view submitted WBAs, teachers will select Evaluations and identify a date range. WBAs can be opened by selecting "view."

<b>+</b> ONE <b>45</b>	Rolodexes Schedules	Sendouts Reports Forms S	Setup Edstrom, Kr		One45 University	Find A Person Q	Support?
Kristen Edstrom <sup>Admin</sup>	<b>Evaluations</b> View forms for rotati O last month O las	ons/courses started between thes st 6 months	e dates: ecific dates				
To Dos ) Personal Info Contact List	Forms you completed (18 forms for rotations/courses that started between Jul1/02 and Jul23/26)						
Handouts & Links	Target	Rotation	Start Date	End Date	Form	Group	
Evaluations	Lecture: Public Health	Lecture: Public Health	Aug 27, 2012	Jun 30, 2013	12/13: SE O2 DPAS 420 Flash Feedback	UG-ASSESSMENT- SMP	view 📽

# **QUESTIONS?**

Please contact the Assessment and Examinations Administrator at your site:

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