

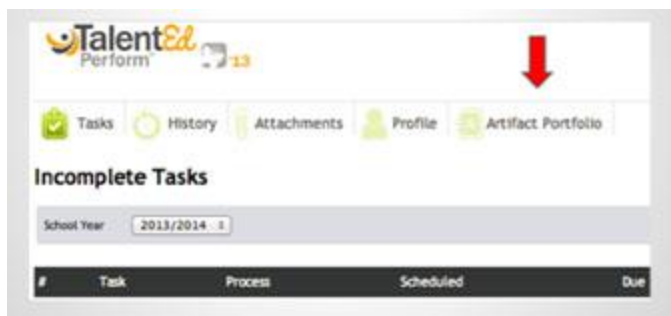
# BriteLocker

## ELECTRONIC PORTFOLIO

BriteLocker is a web-based tool, accessible through TalentEd, to create artifact portfolios. Through BriteLocker, teachers create, share and re-broadcast artifacts and their entire portfolio. The Portfolio is shared directly with the teachers' principal or supervisor for review, feedback and evaluation rating during the teacher evaluation process.

## ACCESS THROUGH TALENTED

Teachers create individual accounts managed within the U.S. Virgin Islands Department of Education (VIDE) TalentEd BriteLocker portal. No need for physical binders with Artifact Portfolios in BriteLocker! When shared, colleagues can offer feedback that can be useful to the teacher as well as others peers!



## BENEFITS

Benefits of Britelocker include:

- Fostering meaningful communication between teachers and evaluators, while creating consistency in the artifact process throughout the territory.
- Capability of uploading multiple file types including video, audio, and images.
- User-friendly interface that is intuitive.
- Alignment with the VIDE Teacher and Leader Effectiveness System and the teacher evaluation process.

## FEATURES

- Multiple documents can be uploaded at one time.
- Documents can be organized to create a coherent professional portfolio.
- Artifacts can easily be sorted and aligned to multiple standards and indicators. Access through TalentEd makes it easy for principals or supervisors to review a teachers' artifacts.

**WE WANT TO HEAR FROM YOU!**

Do you have feedback, questions, or concerns about the new evaluation system? Contact our help desk: [evalquestions@doe.vi](mailto:evalquestions@doe.vi)

## FREQUENTLY ASKED QUESTIONS

### Can I use any Internet browsers to access Britelocker?

Britelocker supports Internet Explorer, Google Chrome, Mozilla Firefox and others; however you can access Britelocker right from the TalentEd website by clicking on the *Artifact portfolio* link.

### Can I access BriteLocker using my iPad?

Yes, the BriteLocker Mobile App allows teachers to upload artifacts to their portfolio via their mobile device.

#### Perfect Tool to Build Your Portfolio



##### Teacher Portfolio

Capture and collect your teaching artifacts over the course of the school year and receive praise from your administrator & peers.



##### Organize to Standards

Align your teaching evidence to your district standards to share with your building administrators in a meaningful way. There is no need to sweat your evaluation.



##### Share & Collaborate

Store common teaching materials in one place, and allow access to your fellow teachers and administrators.



##### Instant Feedback

Strengthen the communication with your principal. No more calendar scramble trying to find time for a quick meeting.



### What kind of documents can be uploaded into BriteLocker?

You can upload any type of digital document including Word documents, PowerPoint presentations, photos, Excel spreadsheets, and PDFs.

### Are my documents private in BriteLocker?

Your documents that are uploaded and stored

in BriteLocker are private and viewable only by you, until you choose to share them.

### Can I share my portfolio with my peers?

Yes. You can invite a select group of persons such as your grade level or subject level peers, or peers in other schools, to view your portfolio. This way your peers could provide ideas and suggestions to further enhance your presentation to your supervisor.

### How is feedback provided on my portfolio that is in BriteLocker?

The portfolio is shared with your principal during the Portfolio Presentation Meeting. You can also share the portfolio with your principal ahead of time through BriteLocker. The Portfolio Scoring Form is used to provide feedback and score the portfolio. See page 20 in the USVI Teacher Effectiveness Guidebook.

### Where can I find more information?

The **USVI Teacher Effectiveness Guidebook** provides instructions on collecting artifacts, creating the portfolio and presenting the portfolio to the principal. This document, along with other resources, can be found at <http://www.vide.vi/>.

Specific questions regarding access and using BriteLocker can be sent to the Division of Human Resources or by sending an email to <mailto:evalquestions@doe.vi>