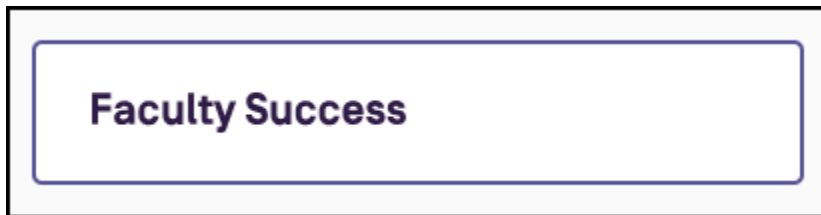


Upload Peer Observation on Watermark

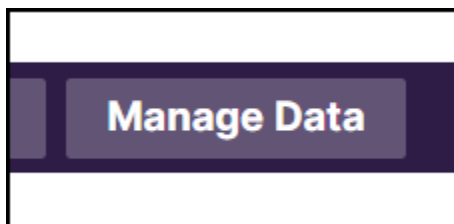
1. Go to your MyCalStateLA portal.
2. Select Watermark.



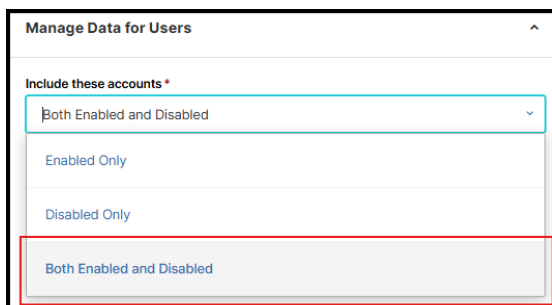
3. Select Faculty Success.



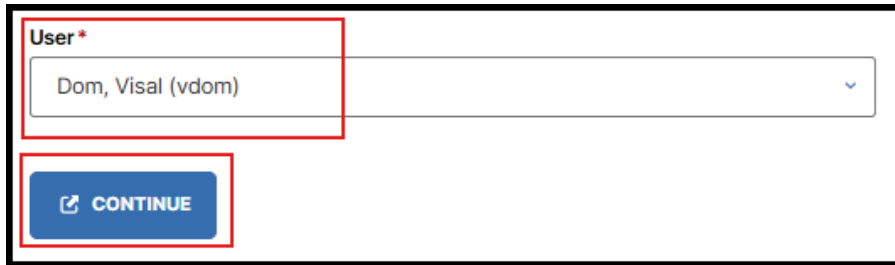
4. Select Manage Data from the top of the page.



5. In the Include these accounts drop down, select Both Enabled and Disabled.



6. In the User drop down, type the faculty member you want to manage. Then press Continue.



User *

Dom, Visal (vdom)

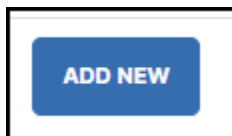
CONTINUE

7. Select Peer Observations (PPAF)



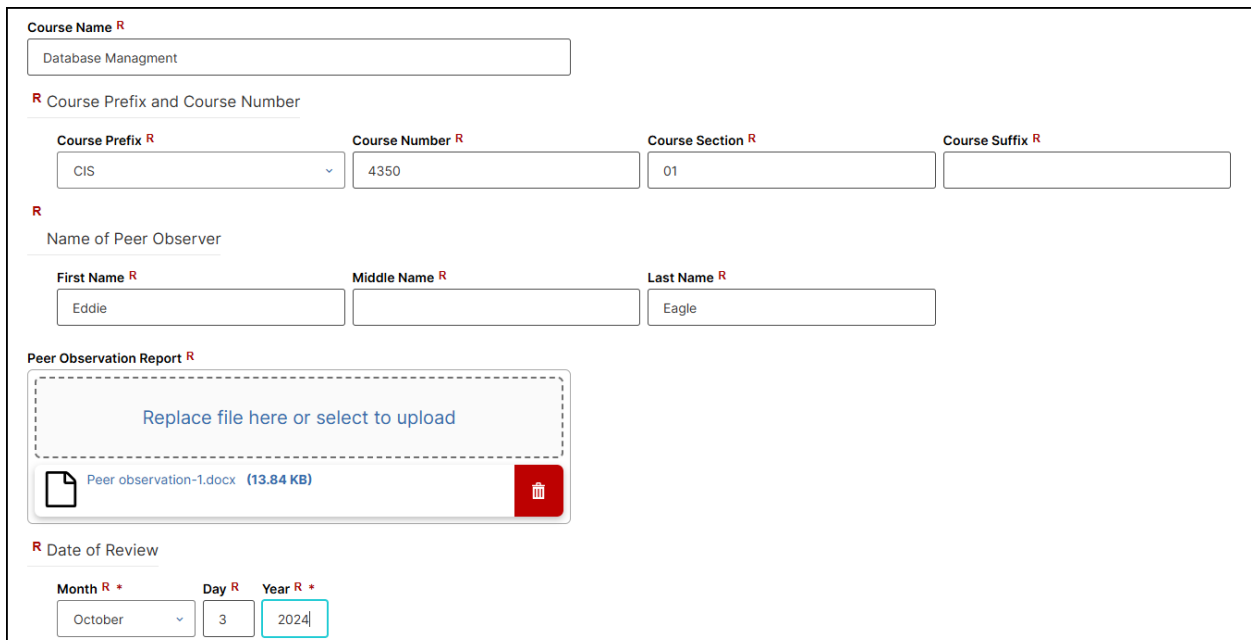
Peer Observations (PPAF)

8. If the course has not been created yet, select ADD NEW.



ADD NEW

9. Fill out the information and upload the Peer Observation Report.



Course Name ^R

Database Management

^R Course Prefix and Course Number

Course Prefix ^R Course Number ^R Course Section ^R Course Suffix ^R

CIS 4350 01

^R Name of Peer Observer

First Name ^R Middle Name ^R Last Name ^R

Eddie Eagle

Peer Observation Report ^R

Replace file here or select to upload

Peer observation-1.docx (13.84 KB)

^R Date of Review

Month ^R * Day ^R Year ^R *

October 3 2024

10. Click SAVE when done on the top of the page.



11. The peer observation now appears on the Peer Observations (PPAF) page.

Peer Observations (PPAF)

Search...

SEARCH

Search Tips

Rapid Reports

DUPLICATE

COMPARE

ADD NEW

SELECT COLUMNS

Filters: None

☐	MONTH, DATE OF REVIEW	DAY, DATE OF REVIEW	YEAR, DATE OF REVIEW
☐	October	3	2024