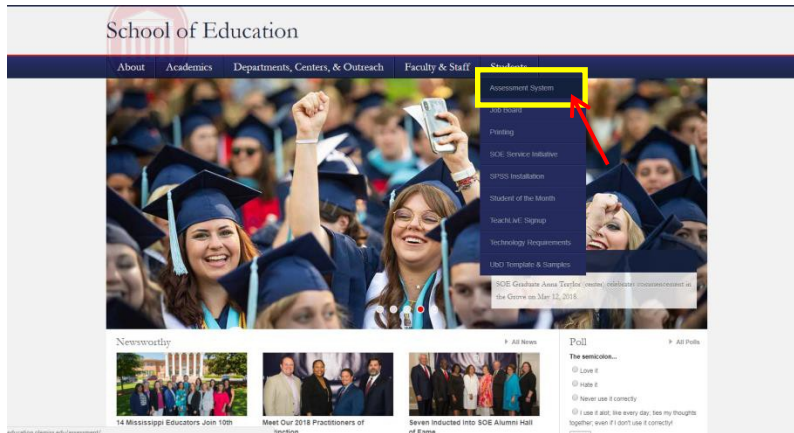


# Submitting the Applied Behavior Analysis FE Log

All candidates enrolled in the ABA graduate program must submit their ABA Field Experience Log Sheet in the School of Education's Assessment System.

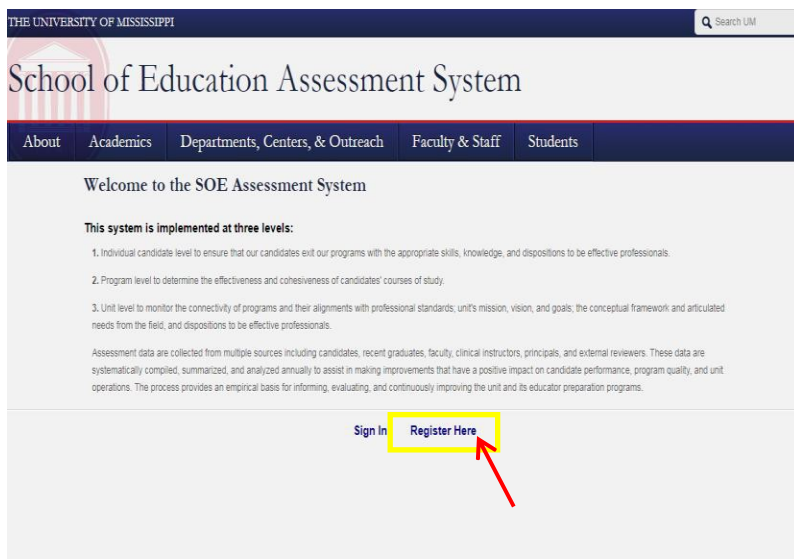
Follow the steps below to submit the ABA Field Experience Log Sheet in the Assessment System:



Access the SOE Assessment System.

<http://education.olemiss.edu/assessment/home.php>

You can also access the Assessment System from the "Student" tab on the School of Education home page.



First time users will need to register in the system. Click, "Register Here" on the homepage to register in the system.

Candidates that were previously enrolled in an undergraduate Teacher Education program will be able to access the system using their account used during an undergraduate program. These candidates will click, "Sign In" and log in with their credentials.

## Register your assessment system account.

Already registered? [Click here to login.](#)

Title:

Enter the following information as it would appear on your driver's license.

First Name:

Middle Name:

Last Name:

Enter the following information as it would appear on your university ID card, if applicable.

Faculty ID:

Student ID:

The following information will be your login credentials.

Email Address:

Passwords must be between 6 to 20 characters.

Password:

Confirm Password:

Register

Register using your legal name, Student ID number, and University of Mississippi email address. We use legal names to ensure there are no duplicates in the system.

Choose your own password. You can reset it by clicking "Forgot Password" on the Login page.

Click "Register" once you have filled in all the information.

You have successfully registered your account.

Thank you for registering. A confirmation email has been sent to your address. Please click on the link in that email in order to activate your account. Once you have clicked on the link and logged in, your account will be activated.

[Click Here To Sign In](#)

[About](#)

[Academics](#)

[Departments, Centers, & Outreach](#)

[Faculty & Staff](#)

[Students](#)

Your account is now active. You may log in [here](#).

Once you have successfully registered, the page (left) will appear asking for you to activate your account. You will receive an email at the email address provided in the form to confirm your account.

Click the hyperlink in the email to activate your account. The hyperlink will direct you to a page with the message "Your account is now active."

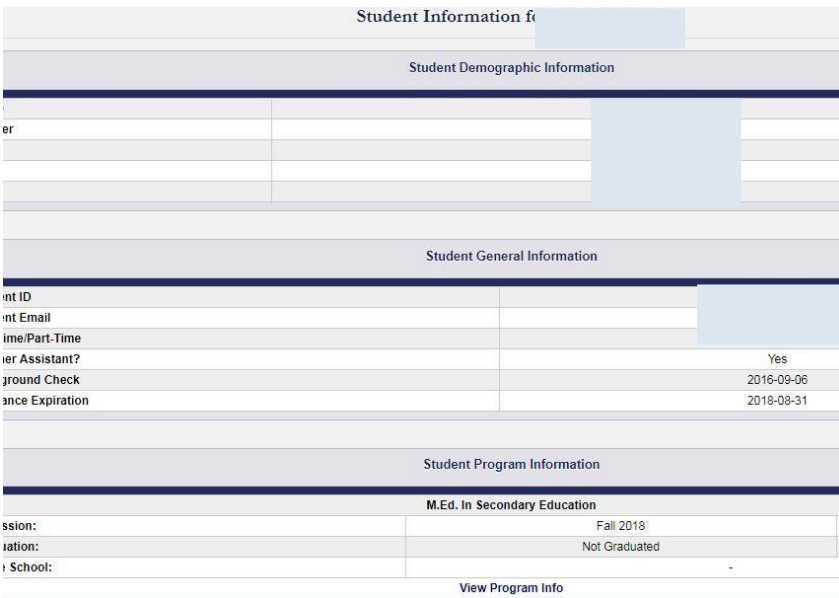
After your account has been activated, the link in the email no longer works. You should go to <http://education.olemiss.edu/assessment> from this point to login to the assessment system. You may also access the system from the SOE home page <http://education.olemiss.edu>



To submit the ABA Field Experience Log after logging into the Assessment System, click the blue rectangle icon to open the navigation menu.

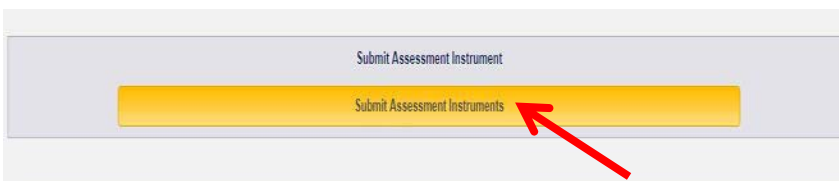
First, click “Personal” in the navigation menu.

Next, click “View Overview” from the drop-down menu.



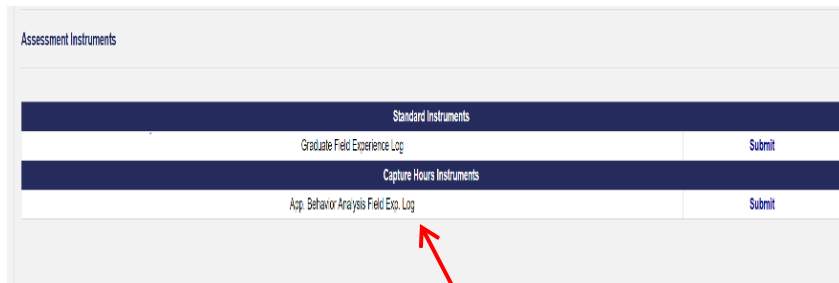
The “Student Information Overview Page” will open.

Scroll down the Overview page to the heading “Submit Assessment Instrument.” Click the yellow button “Submit Assessment Instruments.”

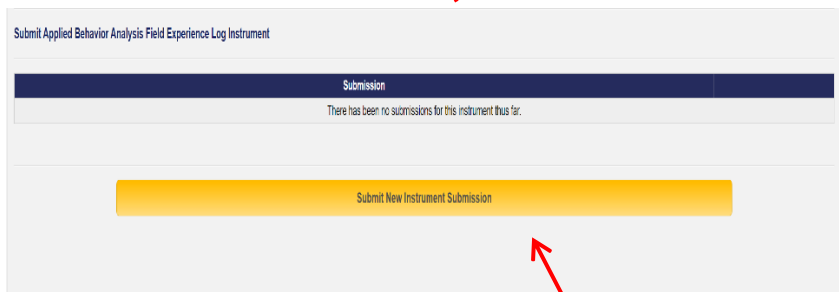


The “Submit Assessment Instruments” page will open.

In the “Standard Instruments” box the Graduate Field Experience Log will be listed as well as the ABA Field Experience Log. **Only submit the ABA log if you are an ABA student.** Click submit on the right side of the ABA box. Then, a “Submissions” box will appear. Any previous submissions will be listed here.



Click the yellow “Submit New Instrument Submission” box.



## Applied Behavior Analysis Field Experience Log

Submission By: Katherine McJiley (Teacher Ed. Graduate Student)

### Instructions

Please submit the hours.

### Submit Your Hours

Date:

Start Time:

End Time:

Hours Type:

Group

Notes:

Add Hours

### Hours Summary

Breakdown Of Hours By Type

Breakdown Of Hours By Status

Total	
Total:	0.00

Date	Start Time	End Time	Total Hours	Type	Status
There are no hours listed.					

The “ABA Field Experience Log” will open.

Enter the date, start and end times. Then select the hours type: Unrestricted, Restricted, Individual Supervision or Group Supervision.

Add any notes you may wish to document.

Click “Add Hours.” These hours will accumulate at the bottom of the page in the area titled “Hours Summary,”

Repeat this process for each type of hours you wish to submit.

Items can be entered all at once or periodically throughout the course of the program. Follow your advisors instructions.

Email [assess@olemiss.edu](mailto:assess@olemiss.edu) with any questions about the Assessment System or submitting the ABA Field Experience Log