

## Uploading a file to your coach using your Tablet

Step 1: Click "login" on the main dashboard screen.



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# Welcome to CLI Engage

The Children's Learning Institute (CLI) is a leader in the development of research-based tools to improve early education quality. In 2014, CLI partnered with state agencies to build a platform that could deliver these tools to a greater number of programs. This platform, CLI Engage, now houses free resources for educators and families of children ages 0-6.

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## EXPLORE OUR TOOLS & RESOURCES



**SCREENING, PROGRESS  
MONITORING, &  
OBSERVATION**



**ONLINE LEARNING AND  
PROFESSIONAL  
DEVELOPMENT**



**ACTIVITIES  
AND  
MATERIALS**



**QUALITY  
IMPROVEMENT  
AND INNOVATION**

Step2: Click "Sign in with your Google Account"

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# Log-in

[Sign In with your Google Account](#)

bangprod. You will need a Google or Gmail account to set up a new account or log in to your existing account on CLI Engage. If you do not have a Google account, you can create one using your existing email account or create a Gmail account by going to the following link: <https://accounts.google.com/signup>

(To use your current email address, click "I prefer to use my current email address" below the Choose Your Username field.)

This process will allow you to use your Google account to log into the CLI Engage website. Only basic Google account information will be used by UTHHealth to set up your CLI Engage account.

UTHHealth employees, please click here to log in: [UTHHealth Login](#)

Step 3: After you have logged in, scroll down to the green section and click on “Collaborative Tools”

 **SCREENING, PROGRESS MONITORING, & OBSERVATION** 

**Assessment Practice Area**

The Assessment Practice Area allows educators to view and practice student assessments.

**CIRCLE Progress Monitoring PreK**

C-PM: validated & efficient tool assesses important school readiness learning areas. TEA Approved Progress Monitoring for PreK, English and Spanish.

**ABC Names and Numbers**

Measures recognition of numbers, 0 to 9, and the names and sounds of all letters in the alphabet, uppercase and lowercase. English and Spanish.

 **ONLINE LEARNING AND PROFESSIONAL DEVELOPMENT** 

**My Enrolled Courses**

Head straight to courses you've already started to continue your learning, track progress, and download certificates.

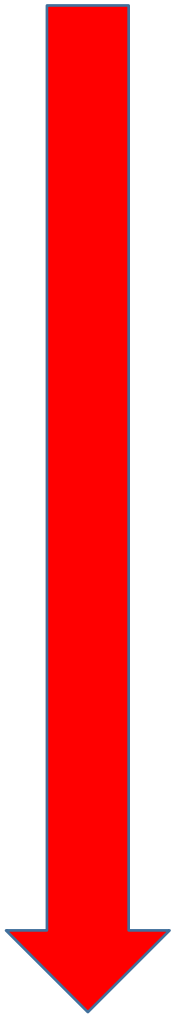
**Full Course Catalog**

Enroll in courses here, and browse our full catalog for teachers and caregivers of children ages birth through kindergarten.

 **QUALITY IMPROVEMENT & INNOVATION** 

**Collaborative Tools**

Tools to exchange files and reports among teachers and coaches.

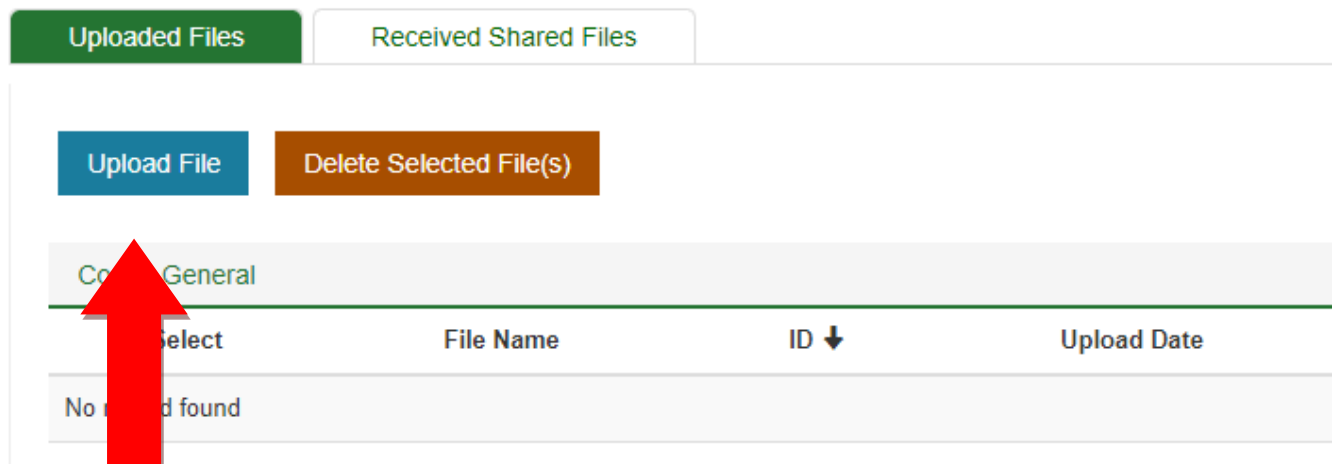


Step 3: Once you have arrived at the Collaborative Tools main page, you want to click on the “Share a file with my Coach” bar.



Step 4: You are now at the uploading page. Here you will select the blue “Upload File” icon.

My General Files



### Step 5:

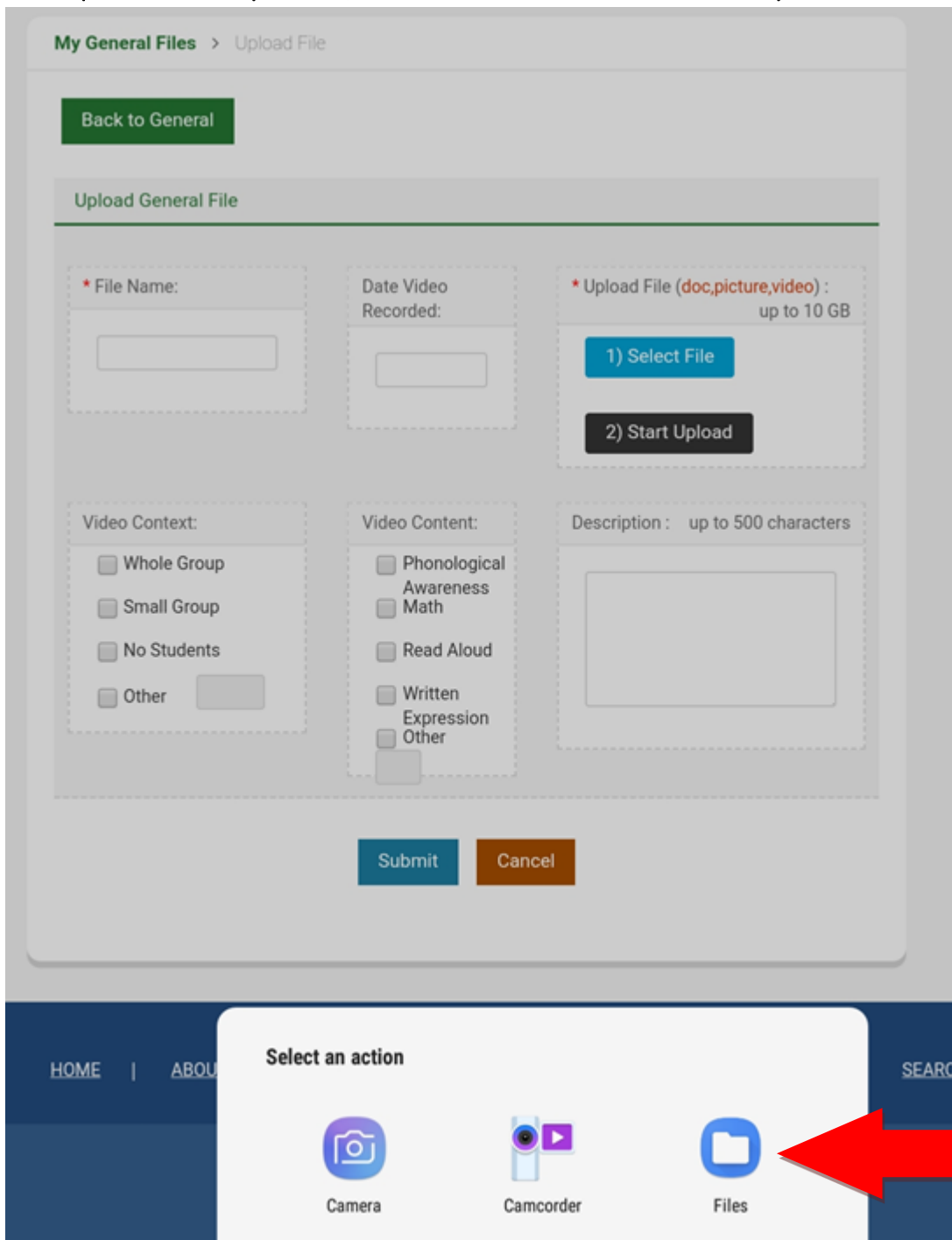
At this screen, there are two main steps. Step one will be to input your file name. Step two on this screen will be to click on the "Upload File" tab to locate the file you will submit to your coach.

The screenshot shows a web form titled "Upload File" with a close button (X) in the top right corner. The form is divided into several sections:

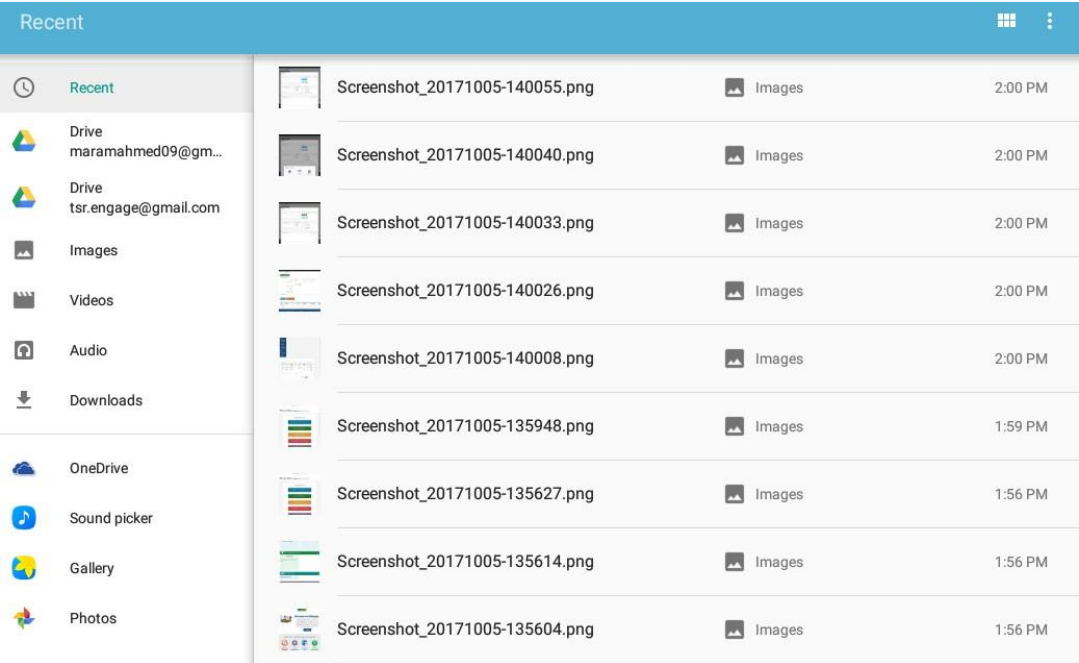
- File Name:** A text input field with a red arrow pointing to it from a blue box labeled "Step 1".
- Upload File (doc,picture,video):** A section with a limit of "up to 10 GB". It contains two buttons: "1) Select File" (green) and "2) Start Upload" (grey). A red arrow points to the "1) Select File" button from a blue box labeled "Step 2".
- Date Video Recorded:** A text input field.
- Video language:** Radio buttons for "English" and "Bilingual".
- Video Context:** Radio buttons for "Whole Group", "Small Group", "No Students", and "Other" (with an adjacent text input field).
- Teacher Comments:** A large text area with a limit of "up to 500 characters".

At the bottom of the form are two buttons: "Submit" (blue) and "Cancel" (orange).

Step 6: To locate your file, select "Files" at the bottom left of your screen.



Step 7: Select the file you will like to send to your coach by simply tapping the item once.



Step 8: Once you have selected the item you would like to upload, click the green “Start Upload” tab.

The screenshot shows the 'Upload File' interface. At the top left, there is a 'File Name' field. To the right, the upload status is shown as 'XVOZ3410.mp4 (3.86M) : Waiting, upload'. Below this, a green button labeled '2) Start Upload' is highlighted with a red rectangular box. The form also includes sections for 'Date Video Recorded', 'Video language' (with radio buttons for English and Bilingual), and 'Video Context' (with radio buttons for Whole Group, Small Group, No Students, and Other). At the bottom, there is a 'Teacher Comments' text area and 'Submit' and 'Cancel' buttons.

Note: The screen will show a blue bar loading when the file is uploading.

This screenshot shows the same 'Upload File' interface, but with a blue progress bar visible below the file name 'XVOZ3410.mp4 (3.86M) : Waiting'. The progress bar is partially filled, indicating the upload is in progress. The rest of the form, including the 'Start Upload' button, 'Date Video Recorded', 'Video language', 'Video Context', 'Teacher Comments', and 'Submit/Cancel' buttons, remains the same as in the previous screenshot.

Step 9: Once the blue bar has fully loaded, you will see the “Start Upload” bar turn green again. Click the “Start Upload” button one more time and you will then see that the Submit button at the bottom is now blue and ready to finalize your submission.

The screenshot shows a web form for video upload. At the top right, there is a green button labeled "2) Start Upload" with a red arrow pointing to it from the right. Below this, the form is divided into three sections: "Date Video Recorded:" with an empty text input field; "Video language:" with radio buttons for "English" and "Bilingual"; and "Video Context:" with radio buttons for "Whole Group", "Small Group", "No Students", and "Other" (with an adjacent empty text input). Below these sections is a "Teacher Comments:" section with a large text area and a character count "up to 500 characters". At the bottom of the form, there are two buttons: a blue "Submit" button and a brown "Cancel" button, with a red arrow pointing to the "Submit" button from the left.

You have now successfully uploaded a file to your coach!