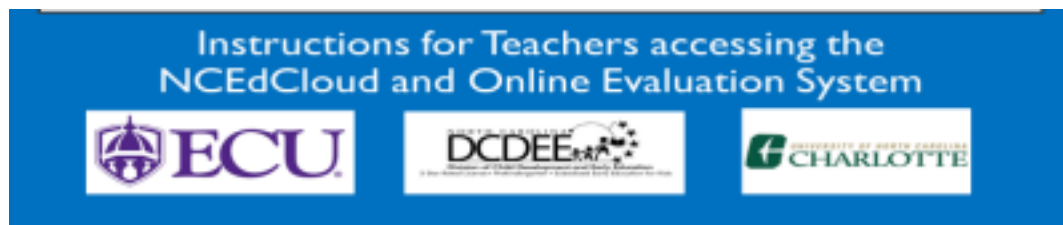


**Early Educator Support Office,
Access the NC Educator Effectiveness System (NCEES)**

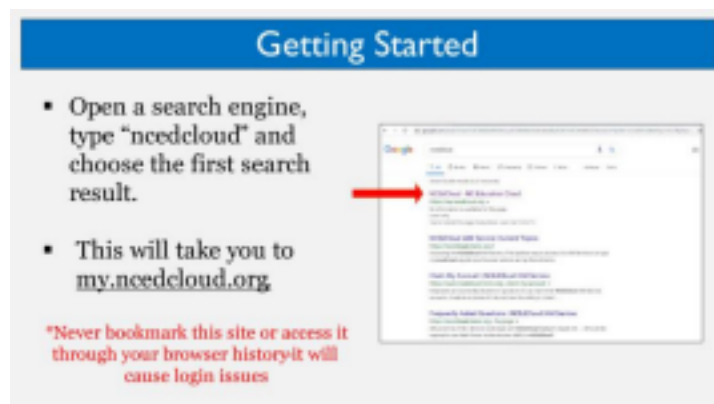
1. Use these instructions to access the online evaluation system. Before you start, have a device (laptop or tablet works better than phone) and internet access. You should also have access to the UID Access email containing your UID number and temporary password. (This is the email containing these directions.)



2. Use Google Chrome or Firefox when accessing this system. It has been shown to experience the least technical difficulties.

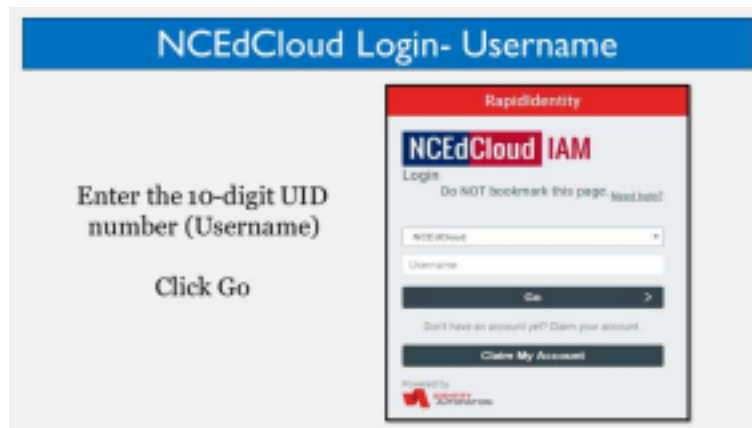


3. Open Chrome or Firefox and go to my.ncedcloud.org. It is important to do this every time you log in.

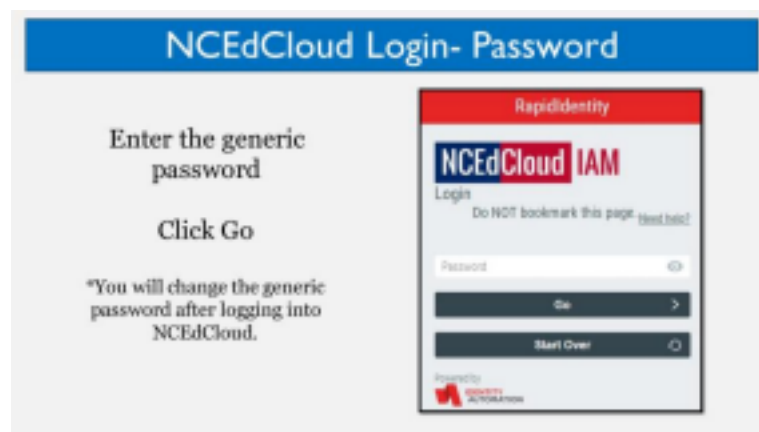


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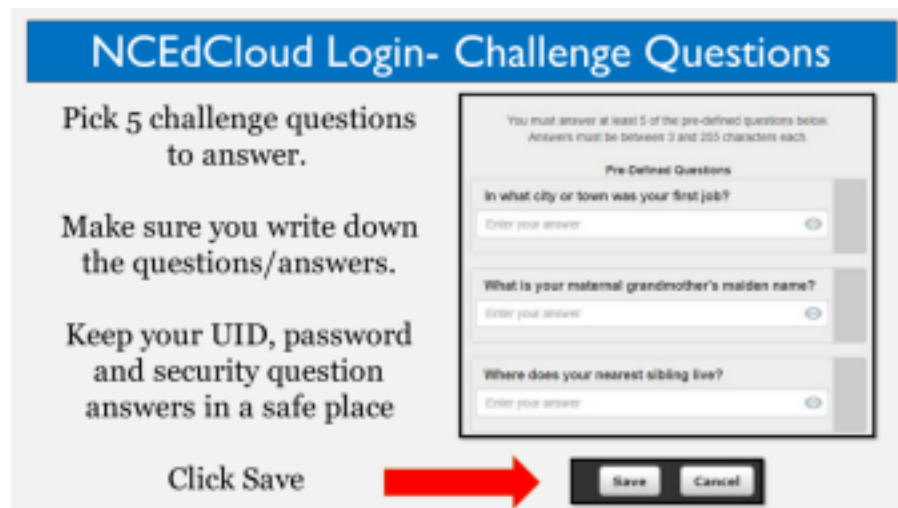
4. This is what you should see. Type your 10-digit UID and click 'Go'.



5. Enter the temporary password and click 'Go'.



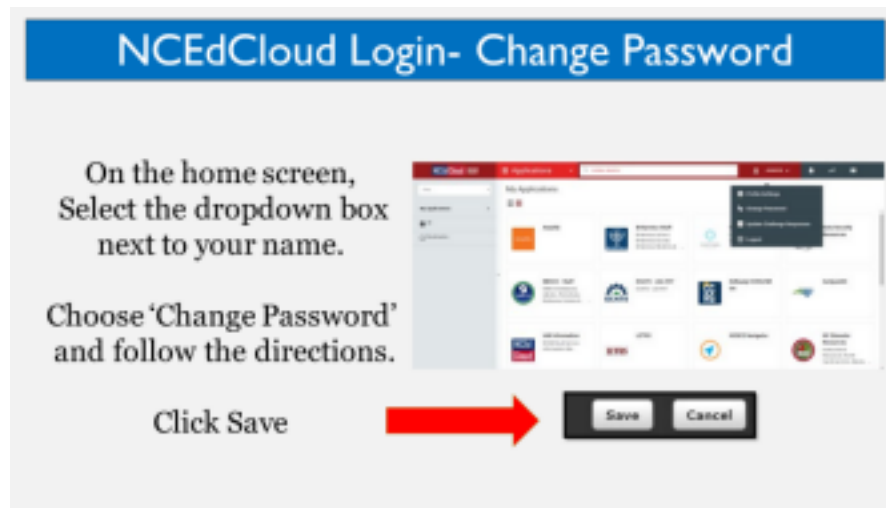
6. Take the time to answer the questions. These will be needed to access your account if you ever forget your password. Do not skip this step!



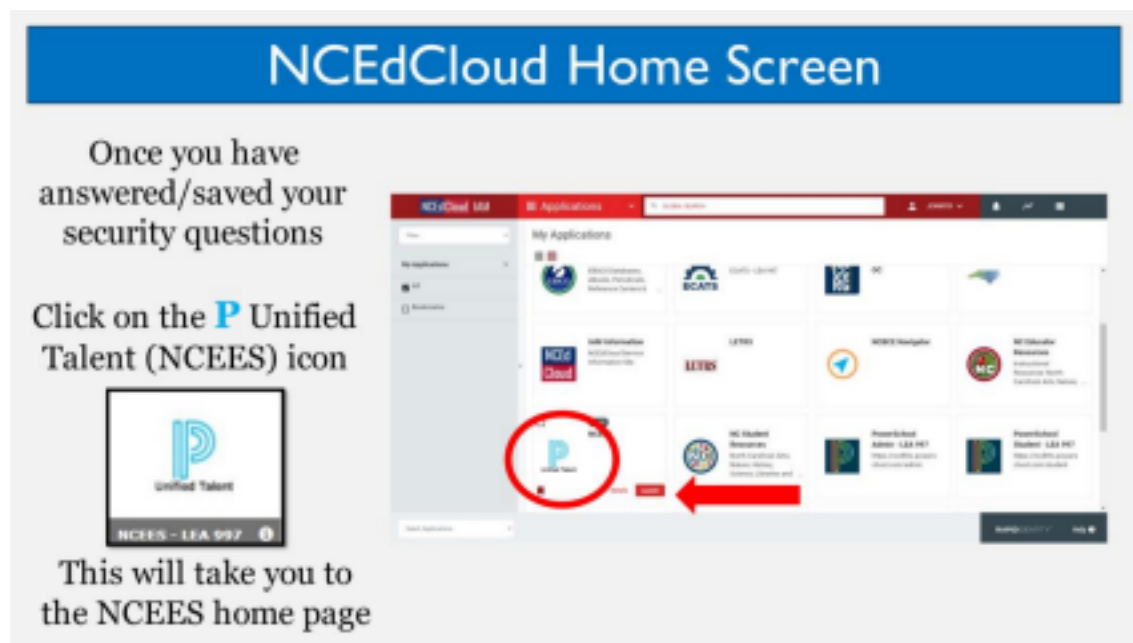
**Early Educator Support Office,
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7. On the home screen, your first name will appear in the upper right hand corner. An arrow next to your name indicates a dropdown box.

Choose a password and follow the directions to meet minimum length and character requirements. Once criteria have been met, click 'save'. It is very important to write this password down.



8. Each time you access NCEdCloud, you will be directed to this page. You may have more or less icons than this; it doesn't matter, you will always choose the **blue uppercase P** with the words 'Unified Talent' underneath. Doing this will direct you to the correct page. You will access this page to enter your training/orientation date, complete your self-assessment and participate in NC Teacher Evaluation Process training and evaluation activities.



**Early Educator Support Office,
Access the NC Educator Effectiveness System (NCEES)**

9. If you cannot access NCEdCloud, reach out to your assigned EES mentor or evaluator for support.

NCEdCloud / NCEES Technical Questions

If you have questions or need support accessing NCEdCloud or NCEES, please follow the following protocol:

1. Check your browser, make sure you are using **Google Chrome** or **Firefox**
2. Review the steps provided in this presentation
3. If further assistance is needed, reach out to the contact person listed in your welcome email



10. Your EES mentor and evaluator guide you through the next steps of the teacher evaluation process in NCEES.

What's Next?

Your local Early Educator Support Office will contact you with directions to access NC Teacher Evaluation Process training. You will sign into the NC Educator Effectiveness System (NCEES) to complete these training modules.

