

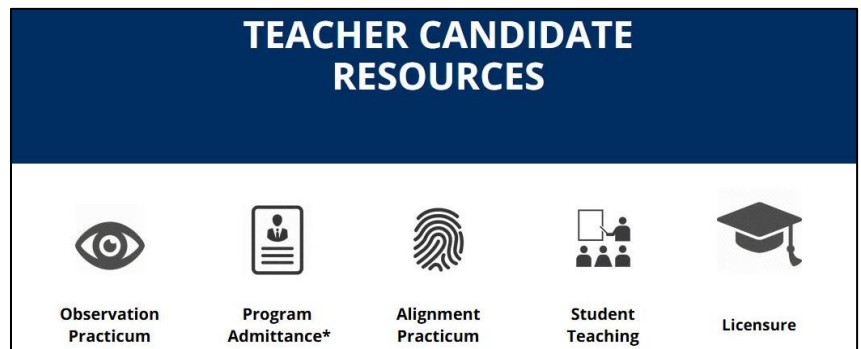
CORBAN TEACHER RESOURCE CENTER

www.corbantrc.org

Go to www.corbantrc.org. You will be directed to the home page for all Students, Cooperating Teachers, University Supervisors, and more. To continue, select “Undergrad & GTL.”



The Teacher Candidate page has several links, documents, and resources available for you to use throughout your time at Corban.



On this site you can find:

- Checklists for each year
- Links to placement applications
- Program admittance information and application links
- Program handbooks and capstone instructions
- Links for employment opportunities
- And much more!

For questions regarding www.corbantrc.org, please contact Megan Marentes at mmarentes@corban.edu.



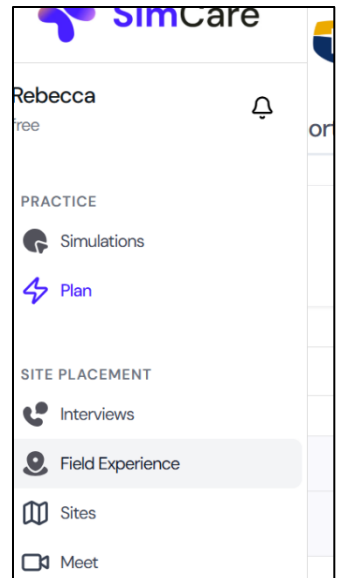
INSTRUCTIONS FOR FIELD EXPERIENCE ON FIELDX

I will invite you to FieldX directly by email. You will receive an email from SimCare with your login information. Go to simcare.ai and click "Get Started."

Then, hover over the SimCare logo on the upper left corner to open the menu. At the bottom of the menu, click sign in, and use the login information from the email.

Ignore all SimCare aspects, those are for training counselors.

You will use the tab labelled "**Field Experience**" ONLY. This is found under the menu, under "Site Placement." Click "Field Experience" and then "Start Paperwork."



- Choose your academic term (Fall 2026), Track (certificate) Specialty (teacher prep)
- For "Site" put the school you are assigned to for this semester's practicum requirement (from placement email).
- For "Supervisors", select your Cooperating Teacher from the dropdown or search their name (from placement email). If you do not see your teacher listed, stop and email mmarentes@corban.edu
- Click "Submit Application." It will then be reviewed before you can access the rest of the site.

Field Experience Tabs:

Timesheet – Only applicable for OP I & II – see placement specific instructions



Cohorts – Classes listed and view all forms. Most are for your CT and Univ. Supervisor. Look for Assignment notifications on your class tile or on the right of the screen. If you are unsure what you need to do, refer to the responsibilities list.

Assignments listed that are **NOT** for you – such as a lesson

observation – will prompt you to assign someone to the form when you click "get started." You **DO NOT** need to do this. The form is already assigned and accessible by the CT/Supervisor, doing this will just send them a prompt email.

My Sites – Site info, DO NOT change anything

Run Reports – Not applicable

My Dashboard – Profile & Activity Details

Please be aware that this system is new for Corban and so faculty and teachers are learning it alongside you. Also, it was created mainly to assist clinical counseling programs and so has features not applicable to our education program.

If you have any questions or issues with FieldX, please contact Megan Marentes at mmarentes@corban.edu.