

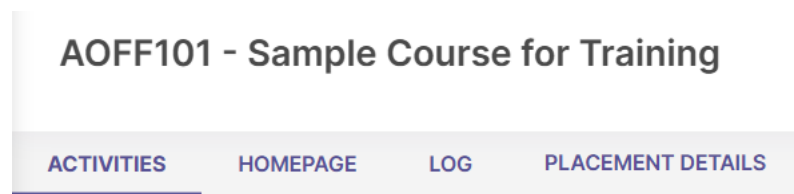
Completing the SLL Time Log: Students

Log onto your Student Learning & Licensure Account using your username and password at:
sll.watermarkinsights.com

In the Progress tab, click on your internship course

AOFF101 - Sample Course for Training Internship

Select the “Log” tab in the menu above the Activities.



To create a new log entry, click on the purple “New Log Entry” button

AOFF101 - Sample Course for Training

ACTIVITIES							
HOMEPAGE				LOG			
PLACEMENT DETAILS							
Submitted Entries				Total Entries (Duration) - 1 (07h 10m)		EXPORT TO CSV	
				Approved Entries (Duration) - 0 (00h 00m)		NEW LOG ENTRY	
DATE AT SITE +	PLACEMENT	CATEGORY	CATEGORY TYPE	DURATION	FILES	STATUS	ACTION
06/01/2026	ST JEROME ACADEMY (ID: 6855305605)	Internship - Co-Assessment	None	07h 10m	No Files	PENDING	

Enter the Date, Placement Site from the dropdown and click on the “Create Log Entry” button

Field Experience Details

Select a date for your field experience. Create separate submissions for field experiences that occurred on different dates.

Date at Site*

07/15/2026

Placement

ST JEROME ACADEMY (ID: 6855305605) Test Mentor

Create Log Entries

Categorize your field experience by adding log entries. These entries will be submitted individually.

Get started by creating a log entry

CREATE LOG ENTRY

Enter the Category, Time and write a brief description for the entry and click the “Apply” button. You may also attach files if requested under the Description section.

× **Create Log Entry**
Fields marked with * are required

Category*

Internship - Co-Planning

☐ This Log has no reportable hours.

Time
Record the hours and minutes for the log entry.

Hours*

6

Minutes*

30

Total Duration: 6 hours 30 minutes

Description*

Description will be visible to your assigned mentor, supervisor, and instructor.

CANCEL

APPLY

If you need to edit or delete your entry, click the



Once complete click the Submit button.

All entries will be in Pending status until your instructor, mentor or supervisor reviews the log. You may download a copy of you time log by selecting the Export to CSV button.

If you have questions, please contact Donna North at dnnorth@umd.edu