

## Field Experience Online Portal



### WHAT IS THIS PORTAL?

The Field Experience Online Portal, or Sonia Online, is a web-based portal that allows key stakeholders to access and provide information about Practicum Placements.

Sonia Online is also robust data management and communication tool that will be used by the Field Experience Office and Faculty of Education Staff.

### WHAT CAN I DO HERE?

- Using Sonia Online, **Practicum Advisors** can:
- ✓ view details about current and past Teacher Candidates placed with them
  - ✓ view details about their current and past Practicum Placements
  - ✓ **complete forms** related to the Advisor role
  - ✓ upload relevant files and documents
  - ✓ update personal details

### HOW DO I ACCESS THIS PORTAL?

VISIT: [soniaonline.eduspace.uwindsor.ca](https://soniaonline.eduspace.uwindsor.ca)

Practicum Advisors are able to access Sonia Online using their **UWinID** followed by [@uwindsor.ca](mailto:@uwindsor.ca) and their associated password

**STEP #1** - Be sure that you choose **Advisor** as your Role

**STEP #2** - Click this button to enter your username and password

A screenshot of the Sonia Online login interface. It shows a dropdown menu for "Role:" with "Advisor" selected. To the right is a button labeled "University Sign In". Arrows from the text above point to these elements. The "Role:" dropdown and the "University Sign In" button are highlighted with orange rounded rectangles.

### WHERE DO I GO FOR SUPPORT?

Please contact: [educforms@uwindsor.ca](mailto:educforms@uwindsor.ca)

Access a full Practicum Advisor Guide at: [uwindsor.ca/education/Sonia](https://uwindsor.ca/education/Sonia)

