

Managing Goals

Goals for students can be added, edited, or deleted.

Add Goals

To add a goal to an individual student's intervention plan:

1. Click the **Reports** tab. The **Reports and Analysis** page appears.
2. Click the **Individuals** tab. The display area populates with the **Students** list.

Students			
Student Name	Tests Complete	Goals	
1 Cantrell, Jessica	85	Goals	
2 Cooper, Ronan	85	Goals	
3 Cox, Logan	85	Goals	
4 Curry, Timon	85	Goals	
5 Flynn, Shoshana	85	Goals	
6 Hubbard, Kira	85	Goals	
7 Lang, Coby	85	Goals	
8 Molina, Palmer	85	Goals	
9 Pennington, Brooke	85	Goals	
10 Rojas, Alfonso	85	Goals	
11 Vargas, Emma	85	Goals	
12 Waller, Candace	85	Goals	
13 Weber, Jillian	85	Goals	

[View All Individual Reports](#)

3. Navigate to a student and click the **Goals** link associated with the student. The student's **Goals** page appears.

Students > Goals for Cantrell, Jessica

Measure Grade	Measure Type	Goal Date	Goal Score	
1	PRF	10/18/2014	80	Edit Delete
1	WRF	10/18/2014	55	Edit Delete

[New Goal](#)

4. Click **New Goal**. The **Goal** dialog displays.
5. Complete the following information:
 - In the **Measure Grade**: drop-down list, select the grade level of the measure for which you are setting the goal. (**Note**: During IEP team meetings, it is possible that an out-of-grade-level goal will be set. When this is the case, the goal plotted on the graph should reflect the decision made based on realistic expectations for progress in the time frame selected.)
 - In the **Measure Type**: drop-down list, select the measure type.
 - In the **Goal Date**: drop-down list, select the goal achievement date.
 - In the **Goal Score**: field, type the target goal score for the student. It is important to remember that this is **not** the percentile you want the student to achieve but the actual raw score. The PDFs at the top of the **Reports** page are helpful for identifying reasonable target goal scores.
 - In the **Goal Description**: field, type a description of the goal.

Goal

Student Name: Jessica Cantrell

Measure Grade: 1 ▾

Measure Type: prf ▾

Goal Date: Oct ▾ 16 ▾ 2014 ▾

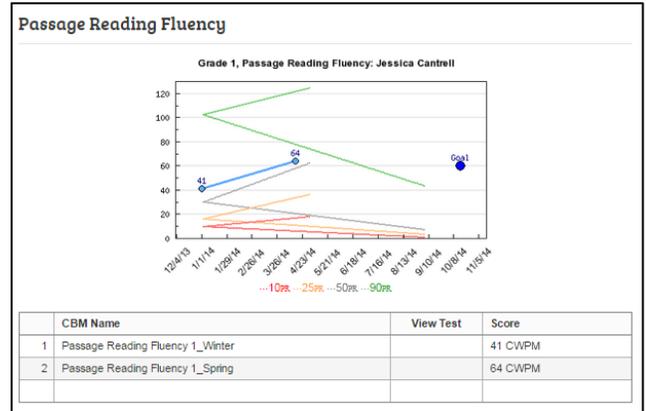
Goal Score: 60

Goal Description:

[Cancel](#) [Save](#)

6. Do one of the following:
 - Click **Cancel** to return to the student's **Goals** page without creating the goal.
 - Click **Save** to create the goal. The goal appears on the graph immediately. Note that goals are made on the raw scale of the measure (for example, correct words read per minute) and not student's percentile rank.

Once three data points (that is, three assessments) are recorded for the individual student, an aim line will appear on the student's individual graph, starting with the midpoint of the first three scores and ending with the goal that has been set (see the graph at right).



Edit Goals

To edit a goal:

1. Click the **Reports** tab. The **Reports and Analysis** page appears.
2. Click the **Individuals** tab. The display area populates with the **Students** list.
3. Navigate to a student and click the **Goal** link associated with that student. The student's **Goal** page appears.
4. Click **Edit**. The **Goal** dialog displays.

Students > Goals for Cantrell, Jessica

Measure Grade	Measure Type	Goal Date	Goal Score	
1	PRF	10/16/2014	60	Edit Delete
1	WRF	10/16/2014	55	Edit Delete

New Goal

5. Edit any of the following information:
 - In the **Measure Grade:** drop-down list, select the level of the measure for which you are setting the goal. (**Note:** During IEP team meetings, it is possible that an out-of-grade-level goal will be set. When this is the case, the goal plotted on the graph should reflect the decision made, based on realistic expectations for progress in the time frame selected.)
 - In the **Measure Type:** drop-down list, select the measure type.
 - In the **Goal Date:** drop-down list, select the goal achievement date.
 - In the **Goal Score:** field, type the target goal score for the student.
 - In the **Goal Description:** field, type a description of the goal.

Goal

Student Name: Jessica Cantrell

Measure Grade: 1

Measure Type: prf

Goal Date: Oct 16 2014

Goal Score: 60

Goal Description:

Cancel Save

6. Do one of the following:
 - Click **Cancel** to return to the student's **Goals** page without changing the goal.
 - Click **Save** to update the goal. The revised goal appears on the **Goals** page.

Delete Goals

To delete a goal:

1. Click the **Reports** tab. The **Reports and Analysis** page appears.
2. Click the **Individuals** tab. The display area populates with the **Students** list.

Student Name	Tests Complete	Goals
1 Cantrell, Jessica	85	Goals
2 Cooper, Ronan	85	Goals
3 Cox, Logan	85	Goals
4 Curry, Timon	85	Goals
5 Flynn, Shoshana	85	Goals
6 Hubbard, Kitra	85	Goals
7 Lang, Coby	85	Goals
8 Molina, Palmer	85	Goals
9 Pennington, Brooke	85	Goals
10 Rojas, Alfonso	85	Goals
11 Vargas, Emma	85	Goals
12 Waller, Candace	85	Goals
13 Weber, Jillian	85	Goals

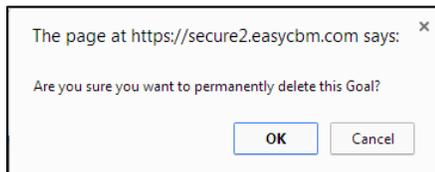
[View All Individual Reports](#)

3. Navigate to a student and click the **Goal** link associated with that student. The student's **Goal** page appears.

Measure Grade	Measure Type	Goal Date	Goal Score	
1	PRF	10/16/2014	80	Edit Delete
1	WRF	10/16/2014	85	Edit Delete

[New Goal](#)

4. Click **Delete**. A message appears asking you to confirm that you want to delete this goal.



5. Do one of the following:
 - Click **Cancel** to close the message without deleting the intervention.
 - Click **OK** to delete the goal.