

# Individualized Education Program (IEP) Goals

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## Individualized Education Program (IEP) Goals

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This tab allows the district to create a list of IEP goals.

Every student enrolled in special education must have an Individualized Education Program (IEP) that describes the student's educational goals and objectives. A goal is a subject area in which the student is to be instructed. Each goal is associated with a series of Performing Objectives, and each Performing Objective is associated with a series of Enabling Objectives.

Once IEP goals are created by the district, the campus staff can include any of these goals in a student's IEP.

### **Update data:**

Existing goals are displayed.		
☐ Click <b>+Add</b> to add a goal.		
A pop-up v	window opens.	
Goal	Type a two-character ID for the goal.	
Description	Type a description for the goal, up to 50 characters.	
☐ Click <b>OK</b> to close the window. ☐ Click <b>Save</b> .		
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#### 🔎 |Edit a record

Update the fields as needed, click **OK**, and then click **Save**. The changes are displayed in the grid. Or, click **Cancel** to close the window without making changes.

#### Delete a row.

- 1. Click  $\square$  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You can select multiple rows to be deleted at the same time.
- 2. Click **Save**. You are prompted to confirm that you want to delete the row. Click **Yes** to continue. Otherwise, click **No**.

You can save edits and delete records in the same step (i.e., the changes are all committed when the record is saved).



### **Back Cover**