

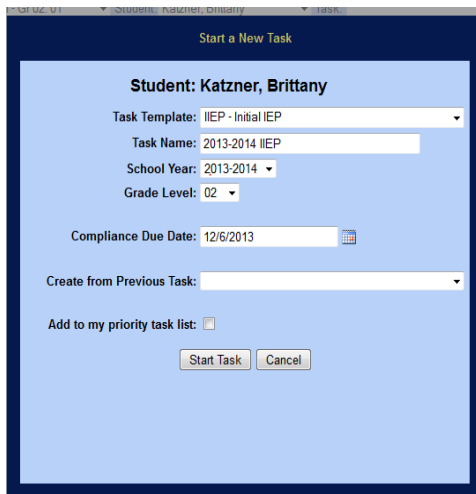


HOW TO CREATE AN IEP (RIEP, ETC)

- Click on Open Task Icon  Open Tasks
- Click On New Button 
- Choose your Task Type/Enter Any Future Date for the Compliance Due Date
Click on **Start Task**



Start a New Task

Student: **Katzner, Brittany**

Task Template: IIEP - Initial IEP

Task Name: 2013-2014 IIEP

School Year: 2013-2014

Grade Level: 02

Compliance Due Date: 12/6/2013

Create from Previous Task:

Add to my priority task list:

Start Task Cancel

- Click on the Page Names to Open the pages to start filling them in....



IEP Cover Page		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>
IEP 1 Future Planning, 2 Special Factors, 3 Profile		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>
IEP 6 Measurable Annual Goals		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>
IEP 7 Specially Designed Services, 8 Transportation as Service		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>
IEP 9 NonAcademic, 10 General Factors, 11 LRE		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>
IEP 12 Statewide and District Testing		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>
IEP 13 Meeting Participants		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>
IEP 14 Signatures		Teacher10, teacher10	<input type="checkbox"/>	<input type="checkbox"/>

- When finished entering the content onto the form either use Save Form or Save & Close button

IEP Individualized Education Program

This IEP will be implemented during the regular school term unless noted in general factors.

CHILD'S INFORMATION
 NAME: Brittany Katzer
 ID NUMBER: 99991590 GRADE: 02 / 02
 DATE OF BIRTH: 8/11/2007 GENDER: F
 STREET: 22531 RIVERGATE DR

MEETING INFORMATION
 MEETING DATE:
 MEETING TYPE:
 INITIAL IEP
 ANNUAL REVIEW

Check Spelling Print & Save Save & Close Save Form

- To ADD a Form (Parent Invitation, PRO1, Documentation of Attempts, etc) Click on Add a Form button

IEP 6 Measurable Annual Goals
 Goal #1 Teacher10, teacher10

IEP 7 Specially Designed Services, 8 Transportation as Service
 Services Teacher10, teacher10

IEP 9 NonAcademic, 10 General Factors, 11 LRE
 NonAcademic, General Factors, LRE Teacher10, teacher10

IEP 12 Statewide and District Testing
 Testing Teacher10, teacher10

IEP 13 Meeting Participants
 Participants Teacher10, teacher10

IEP 14 Signatures
 Signatures Teacher10, teacher10

Special Ed Events - IIEP
 Special Ed Events - IIEP Teacher10, teacher10

Uploaded Pages

Add a Form Upload a Page Print Verify EMIS Complete Task

Add Optional Form(s)

Select form(s) to add:

- IEP 4 PostSecondary Transition (Optional)
- IEP 5 PostSecondary Transition Services (Optional)
- IEP 15 Visual Impairments (Optional)
- Parent Excusal of IEP Team Member (Optional)
- Prior Written Notice (Optional)
- Parent Invitation (Optional)
- General Invitation (Optional)
- Special Ed Events (Optional)
- Documentation of Attempts (Optional)
- Due Process (Optional)
- Request for Assignment of a Surrogate Parent (Optional)
- Summary of Performance (Optional)

Add Forms Cancel

You have just completed an IEP or task in SpS.

Depending on your district and how they do their processes, you will likely PRINT off the Verify EMIS and turn it in to the appropriate person and/or finalize/complete your task.