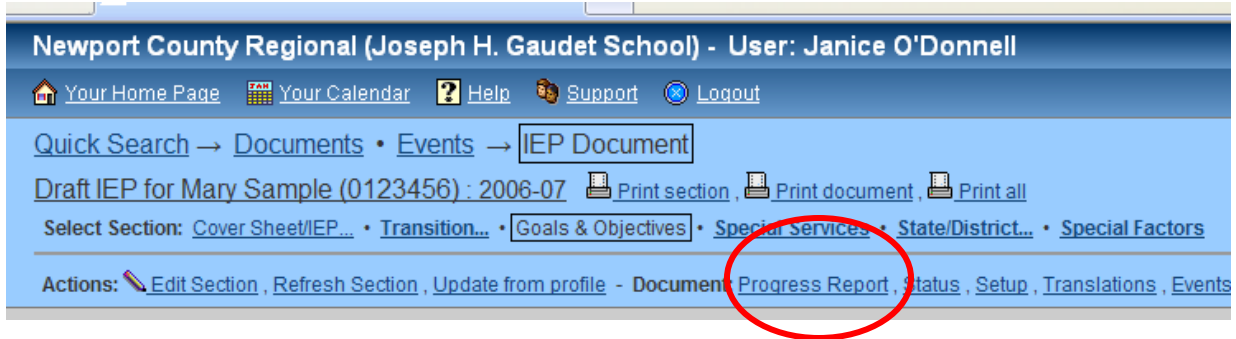


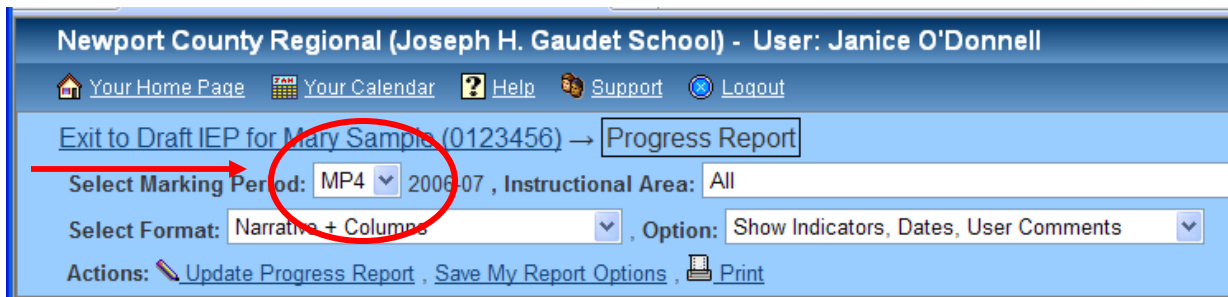


CREATING PROGRESS REPORTS IN TIENET

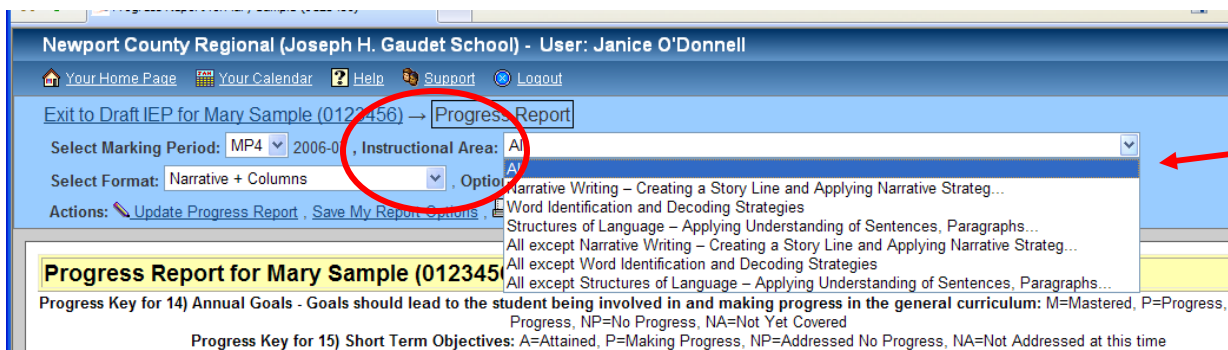
- Go to the **Goals & Objectives** page in the IEP writer.
- Select the **Progress Report** from the **Actions** section.



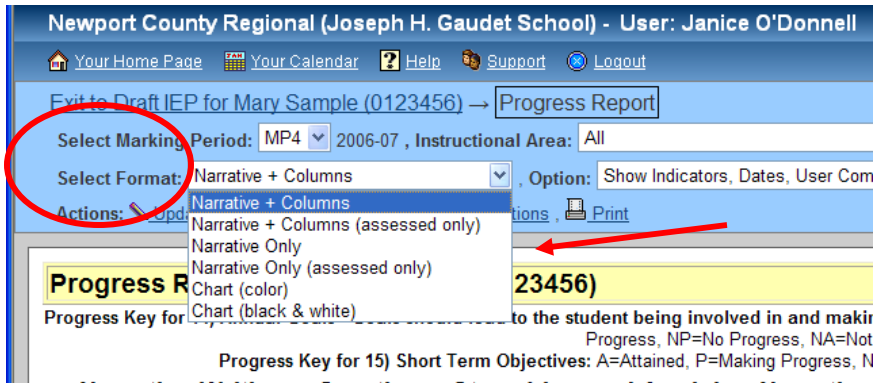
- First, select the correct marking period in the **Select Marking Period** drop down.



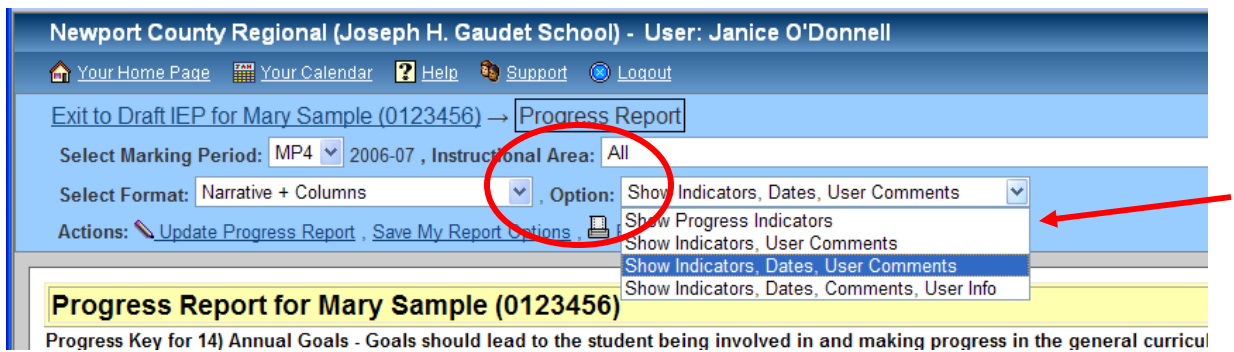
- In the drop down for the **Instructional Area** choose the **All** option or a specific goal.



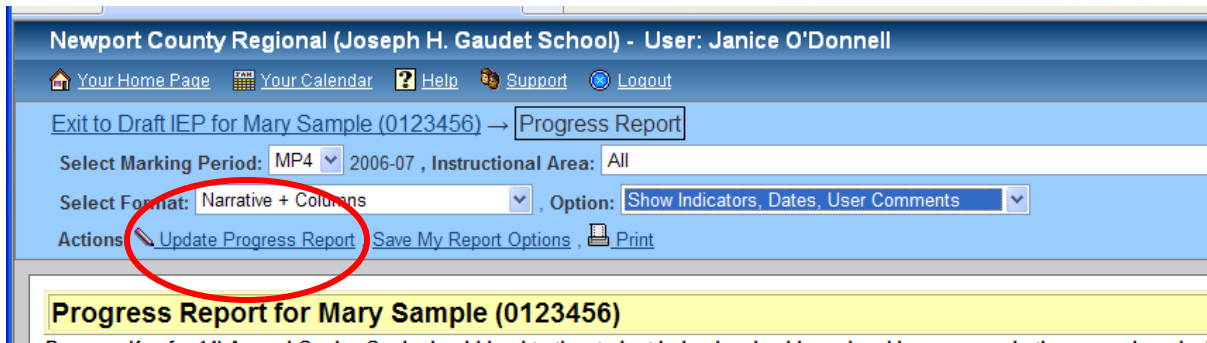
- In the **Select Format** option, choose the style of the report that you wish to use.



- Determine the **Options** that you want to appear in your report



- Select **Update Progress Report** from the **Actions** section.



- In the **New Status** dropdown, select the progress indicator.
- Complete the **Comment** field with any appropriate information.

14) Annual Goal - Goals should lead to the student being involved in and making progress in the general curriculum:
#1: N 4.2 Using pictures, symbols, objects, and/or words to create an understandable story line.

New Status: [Dropdown menu with options: Mastered, Progress, Minimal Progress, No Progress]

Comment: Insert Statements

Evaluated: 3/4/07
 Evaluated: 2/8/07

15) Short Term Objective: Creating a story transition

- Once all of the fields are completed, click on the **Save** button.

Progress Date: 3/4/2007 | Marking Period: MP4 | 2006-07 | **Save** | Cancel

Edit Icon Key: Insert additional comment, Expand comment, Edit Indicator, Delete Indicator

Progress Report for Mary Sample (0123456)

Progress Key for 14) Annual Goals - Goals should lead to the student being involved in and making progress in the general curriculum: M=Mastered, Progress, NP=No Progress, NA=Not Yet Covered

Progress Key for 15) Short Term Objectives: A=Attained, P=Making Progress, NP=Addressed No Progress, NA=Not Addressed at this time

• **Narrative Writing – Creating a Story Line and Applying Narrative Strategies (N 4)**
N 4. In written narratives, students organizes and relates a story line, plot, and/or series of events by

14) Annual Goal - Goals should lead to the student being involved in and making progress in the general curriculum

- Once you have saved the information, you will be in view mode.
- To make any further changes, select **Update Progress Reports**.
- If the report is completed, select **Print**.

Newport County Regional (Joseph H. Gaudet School) - User: Janice O'Donnell

Your Home Page | Your Calendar | Help | Support | Logout

Exit to Draft IEP for Mary Sample (0123456) → Progress Report

Select Marking Period: MP4 | 2006-07, Instructional Area: All

Select Format: Narrative - Columns | Option: Show Indicators, Dates, User Comments

Actions: **Update Progress Report** | Save My Report Options | Print

Progress Report for Mary Sample (0123456)

Progress Key for 14) Annual Goals - Goals should lead to the student being involved in and making progress in the general curriculum: M=Mastered, P=Progress, Progress, NP=No Progress, NA=Not Yet Covered

Progress Key for 15) Short Term Objectives: A=Attained, P=Making Progress, NP=Addressed No Progress, NA=Not Addressed at this time

• **Narrative Writing – Creating a Story Line and Applying Narrative Strategies (N 4)**
N 4. In written narratives, students organizes and relates a story line, plot, and/or series of events by

14) Annual Goal - Goals should lead to the student being involved in and making progress in the general curriculum
#1: N 4.2 Using pictures, symbols, objects, and/or words to create an understandable story line.

Evaluated: 3/4/2007 MP4, Progress, Mary is working to the best of her ability. She is making remarkable progress.
 Evaluated: 2/8/2007 MP2, Mastered, test

15) Short Term Objective: Creating a story transition