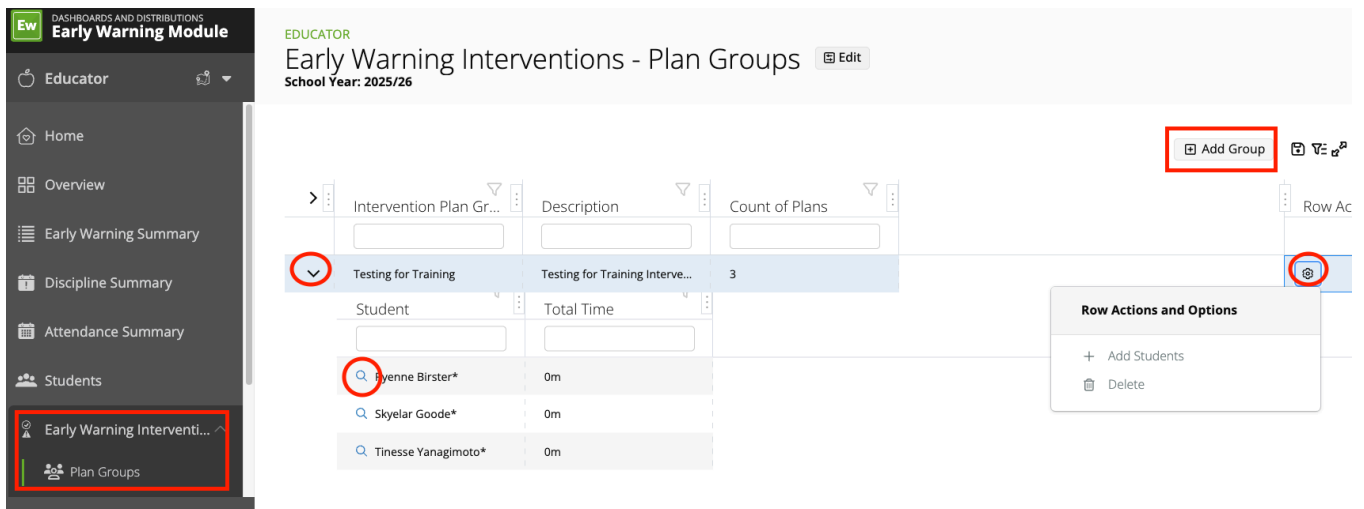


Manage Early Warning Interventions Plan Groups

Here, you will learn how to manage and plan groups.

1. Start under **Early Warning Interventions** in the left navigation menu and choose **Plan Groups**.
2. You will see a table listing plan groups, their descriptions, and the number of plans associated with each.
3. Click the **arrow** to the far left to reveal a data table of students and their total time.
 - a. Click the **magnifying glass** in the Student column to view the **Manage Intervention Plan page**.
 - i. You will see subpages (tabs) across the top of the page to select from:
 1. **Details:** Here, you can view the educators authorized to manage this intervention plan.
 2. **Goals:** Here, you can view the student's intervention plan goal. Click the arrow to the far left to view progress details.
 3. **Attendance:** Here, you can view attendance and the expected number of minutes per intervention day.



The screenshot displays the 'Early Warning Interventions - Plan Groups' page. On the left, a navigation menu shows 'Early Warning Interventions' and 'Plan Groups' highlighted. The main area features a table with columns: 'Intervention Plan Gr...', 'Description', and 'Count of Plans'. A row for 'Testing for Training' is selected, revealing a sub-table with columns 'Student' and 'Total Time'. The sub-table lists three students: 'Iyenne Birster*', 'Skylar Goode*', and 'Tinesse Yanagimoto*', each with a '0m' total time. In the top right, an 'Add Group' button is circled in red. A 'Row Actions and Options' menu is open, showing 'Add Students' and 'Delete' options.

4. Click the **Add Group** button in the top right.
 - a. In the **Plan** section, title the group intervention plan and define the tier for interventions created within this group, as well as the expected daily minutes for each intervention.
 - i. Fill in the Group Label. This is the title you will use to identify your group intervention plan.
 - ii. Click the **magnifying glass** in the **Qualifying Condition** field and click the checkmark to the condition's left.
 - iii. Select the **Intervention** and **Intervention Tier** fields in a similar manner.
 - iv. Fill in the **Minutes Per Intervention Day** field numerically.
 - v. Fill in the **Description** field.

Plan

The label is the title you will use to identify your group intervention plan. Define the tier for interventions created in this group as well as the expected minutes per day during the intervention.

Group Label (required)	<input type="text"/>		<input type="text"/>	
Qualifying Condition (required)	<input type="text"/>		Intervention (required)	<input type="text"/>
Intervention Tier (required)	<input type="text"/>		Minutes Per Intervention Day (required)	<input type="text"/>
Description (optional)	<input type="text"/>			
Meets (required)	<input type="text"/>		Meeting Interval (required)	<input type="text"/>

- b. In the **Educators** section, choose the responsible educators who may manage or view the plans.
- Click the **magnifying glass** in the **Responsible Educator** field, select one or more checkboxes to the left of the employee, and then click **Accept**.
 - Optionally, select the **Supplemental Educators** and **Read-Only Supplemental Educators** fields in the same manner.

Educators

Choose the Responsible Educator for the plans created in this group. Additionally, choose supplemental educators that can manage the plans, and/or supplemental educators that may only view the plans.

Responsible Educator (required)	<input type="text"/>		Supplemental Educators (optional)	<input type="text"/>	
			Read-Only Supplemental Educators (optional)	<input type="text"/>	

- c. In the **Schedule** section, select the **Start Date** and **End Date** fields. Attendance for plans in this group can only be recorded for days within this date range.
- d. Optionally, click the **magnifying glass** in the **Goals** field, select one or more checkboxes to the left of the desired selection, and then click **Accept**. These will be attached to each intervention plan created in this group. Goals can always be added to individual intervention plans later.
- e. Click **Save**.

Schedule

Define the start and end dates for the plans in this group. Attendance for plans in this group can only be recorded for days within this date range.

Start Date (required)	<input type="text"/>		End Date (required)	<input type="text"/>	
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Goals

Optionally choose the goals that will be attached to each individual intervention plan created in this group.

Goals (optional)	<input type="text"/>	
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- f. Click the **Role Actions Gear** to the far right and choose one of the following:
- Add Students:** Select students from a student group or individual students. An individualized intervention plan will be created for each student in this group.

1. Click the **magnifying glass** in the **Student Group** field.
 - a. To the far left, select the **School Year** from the **School Year** dropdown menu.
 - b. Click the radio button in the **Student Group Type** to select **My Custom Student Groups**, **Shared Automatic Student Groups**, or **My Automatic Student Groups**.
 - c. Optionally, additional filters, such as District-Wide, School Specific, Grade Level(s), Class, Activity, and Teacher, may be selected.
 - d. To the right, click the **checkbox** of the chosen student group name.
 - e. Click **Accept**.
 2. Click the magnifying glass in the Students field, click one or more checkboxes to the left of the student(s), and click **Accept**.
 3. Click **Save**.
- ii. **Delete:** This will remove the Intervention Plan Group.