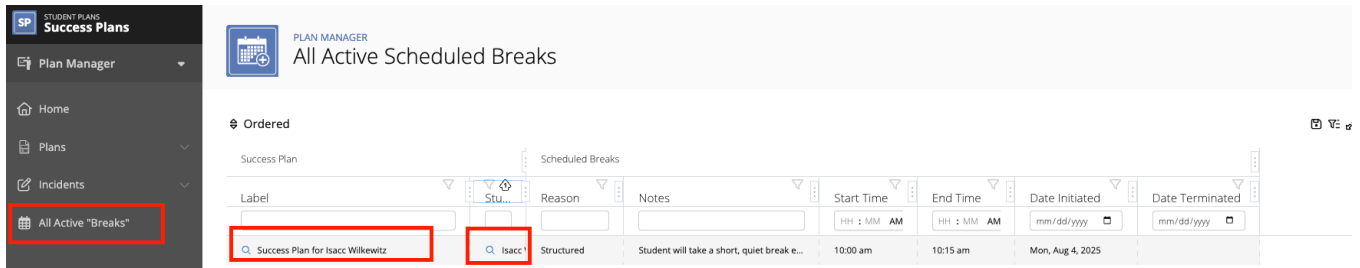


Manage All Active Scheduled Breaks: Plan Manager (Connect)

Here, you will learn how to manage all active scheduled breaks.

1. Start under **All Active Breaks** in the left navigation menu.
2. You will see a data table of success plans and their scheduled breaks.



Label	Reason	Notes	Start Time	End Time	Date Initiated	Date Terminated
Success Plan for Isacc Wilkewitz	Structured	Student will take a short, quiet break e...	10:00 am	10:15 am	Mon, Aug 4, 2025	

3. Click the **magnifying glass** in the **Label** column to view the **Manage Success Plan** page.
 - a. You will default to the **Accommodations tab > Scheduled Breaks** page.
 - b. Click the **Add Scheduled Breaks** button in the top right to add a break.
 - i. Click the **magnifying glass** in the **Break Reason Selection** field and click the checkbox to the left.
 - ii. Fill in the **Scheduled Break Start Time** and **Scheduled Break End Time (HH:MM: AM/PM)**.
 - iii. Select the **Scheduled Break Date Initiated** and the **Scheduled Break Date Terminated**.
 - iv. Fill in and **Scheduled Break Notes**.
 - v. Click **Save**.

Essentials

Break Reason Selection (required)	Scheduled Break Start Time (optional)	Scheduled Break End Time (optional)
<input type="text"/>	HH : MM AM	HH : MM AM
Scheduled Break Date Initiated (optional)	Scheduled Break Date Terminated (optional)	
<input type="text"/>	<input type="text"/>	
Scheduled Break Notes (optional)	<input type="text"/>	

4. Click the **magnifying glass** in the **Student** column to view the **Student Dashboard**.