

PLP Plan Types

Last Modified on 12/14/2025 8:45 pm CST

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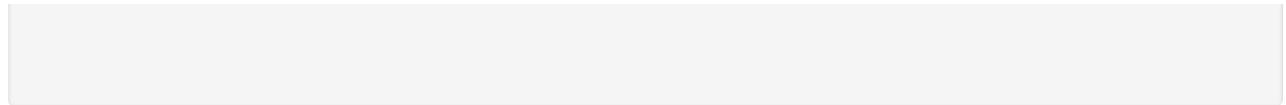
Tool Search: PLP Plan Types

Personal Learning Plans are documents describing the educational modifications put in place for an individual student to accommodate that student's individual needs, as determined by an evaluation. PLPs are made up of a collection of editors. Plan Types are established by selecting which editors should be included in a specific plan based on district preferences and state requirements.

Seq	Active	Name	Comments
10	<input checked="" type="checkbox"/>	Education Plan	PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition.
20	<input checked="" type="checkbox"/>	Student Demographics	PLP: Editor for student demographics information. Information is filled in for you from the Student System. Not editable.
30	<input checked="" type="checkbox"/>	Parent/Guardian Information	PLP: Editor for Parent/Guardian Information. Information is filled from Census system. Not editable.
40	<input checked="" type="checkbox"/>	PLP Team Meeting	PLP: Editor for information about the Team Meeting (attendance of team members).
50	<input checked="" type="checkbox"/>	Goals and Objectives	PLP: Editor for goals objectives with extended fields for marking goal areas.
60	<input checked="" type="checkbox"/>	Services	PLP: Editor for PLP Services Provided.
70	<input checked="" type="checkbox"/>	Assessments	PLP: Editor for Assessments.
80	<input checked="" type="checkbox"/>	Learning Attributes	PLP: Editor for Learning Attributes.

PLP Plan Types

See the [PLP \(Personal Learning Plan\) Administration Tool Rights](#) article for information about rights needed to use this tool.



Plan types can be edited by clicking on an existing Plan Type on the list, making the desired modifications and clicking **Save**.

Plan Types Editor

The Plan Types editor contains three sections.

- Plan Types List - lists all active and inactive plan types. This list is populated when plan types are saved.
- [Plan Types Detail](#) - describes the selected plan type, including the name of the plan, whether it's an active plan, any administration-entered comments about the plan and any information that displays when selecting the plan for assignment to a student.
- [Plan Type Editor Detail](#) - indicates which editors and in which order those editors display on the plan.

Plan Types Detail

Field	Description
Print Format <i>Required</i>	Selection determines which print format is used when generating a printed view of the selected plan.
Abbreviation <i>Required</i>	Indicates the abbreviation associated with the plan.
Name <i>Required</i>	Indicates the name of the plan being created.
Active	When marked, this plan can be chosen from the Create New Document list when adding the plan to a student's Documents tab.
Comments	Lists any comments associated with the plan.
User Instruction Text	Text entered in this field appears when creating a new document for a student. It can contain (up to 500 characters) instructions for use, specific rules for case managers, etc. See Image 3 for reference.

The screenshot shows two windows. The top window is titled 'PlanType Detail' and contains fields for 'Print Format' (PLP (Current) KPT), 'Abbreviation' (KPT), and 'Name' (Katie Test PLP). It also has a checkbox for 'Active' (checked) and a 'Comments' section with the text 'Current PLP'. The bottom window is titled 'Create New Document Wizard' and lists three options: 'Create New Plan' (checked, description: 'Goals and Objectives, Services, Accommodations, Transition, and Other Information'), 'Create New Progress Report' (unchecked, description: 'Report measurable progress against ongoing Plan Goals'), and 'Create New Simple Form' (unchecked, description: 'Notices, checklists, and supplemental forms'). A red arrow points from the 'Active' checkbox in the top window to the 'Create New Plan' checkbox in the bottom window. Another red arrow points from the 'Current PLP' comment in the top window to the 'Instructions' text in the bottom window. A red box highlights the 'Instructions' text in the bottom window.

PlanType Detail

Print Format *Abbreviation *Name

PLP (Current) KPT Katie Test PLP

Active (this checkbox will mark Plan available for display on the Documents tab dropdown)

Comments

Current PLP

User Instruction Text

This is the current PLP for use in the 13-14 and 14-15 school years.

Summary Team Members Documents Contact Log

PlanType Detail

Seq

10

20

Create New Document Wizard

Please select one of the following documents:

Create New Plan:
Goals and Objectives, Services, Accommodations, Transition, and Other Information

Katie Test PLP

Sr. High PLP

Create New Progress Report:
Report measurable progress against ongoing Plan Goals

Create New Simple Form:
Notices, checklists, and supplemental forms

DOCUMENT SELECTED FOR CREATION: Katie Test PLP

Instructions:

This is the current PLP for use in the 13-14 and 14-15 school years.

Create Document Cancel

Plan Type Detail - Instructions

Plan Type Editor Detail

Available editors vary by state.

For each editor to include in a plan, mark the Active checkbox and determine the sequence of the editor. By default, the Sequence column is populated in the recommended order beginning with a value of 10 and increasing by intervals of 10 (10, 20, etc.). This value and order can be changed.

The screenshot shows the 'PlanTypeEditor Detail' table and the 'Plan Outline PLP' dialog box. The table lists plan types with columns for Seq, Active, Name, and Comments. The 'Comments' column for 'Education Plan' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition.' The 'Comments' column for 'Student Demographics' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition. Information is not directly editable.' The 'Comments' column for 'Parent/Guardian Information' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition. Information is not directly editable.' The 'Comments' column for 'PLP Team Meeting' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition. Information is not directly editable.' The 'Comments' column for 'Goals and Objectives' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition. Information is not directly editable.' The 'Comments' column for 'Services' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition. Information is not directly editable.' The 'Comments' column for 'Assessments' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition. Information is not directly editable.' The 'Comments' column for 'Learning Attributes' contains the text: 'PLP: Editor for basic Plan information. This must be the first editor in any PlanType definition. Information is not directly editable.' The 'Plan Outline PLP' dialog box shows a list of editors: Education Plan, Student Demographics, Parent/Guardian Information, PLP Team Meeting, Goals and Objectives, Services, Assessments, and Learning Attributes. It also includes buttons for Save, Save & Continue, and Print.

Plan Type Editors

Create a New Plan Type

1. Select **New** from action bar.
2. Select the **Print Format**. In most cases, the state or district will mandate which print format should be used for official reporting.
3. Enter an **Abbreviation** to identify the type.
4. Enter a **Name** for the type.
5. Mark the **Active** checkbox to make the plan type appear when creating a new document for a student.
6. Enter any **Comments** regarding the plan type.
7. Enter any **User Instruction Text** for the plan type.
8. Unmark the checkboxes for any **Editors** that should not be included in the plan.
 - o Modify any **Seq**(uence) numbers to change the order in which the editors appear in the document.
 - o Unmark the **Active** checkbox to remove an editor from the *printed* document.
 - o Clear the **Seq**(uence) using the delete key to remove an editor from the plan type itself.
9. Click the **Save** button to save the plan type.