

# PLP Plan Types

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[Plan Types Editor](#) | [Create a New Plan Type](#)

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.

PlanType/PlanTypeEditor List			
Abbreviation	Name		
KPT	Katie Test PLP		
PLP	Sr. High PLP		

PlanType Detail		
Print Format	*Abbreviation	*Name
PLP (Current)	KPT	Katie Test PLP
<input checked="" type="checkbox"/> Active (this checkbox will mark Plan available for display on the Documents tab droplist)		
Comments		
Current PLP		
User Instruction Text		
This is the current PLP for use in the 13-14 and 14-15 school years.		

PlanTypeEditor Detail			
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**.

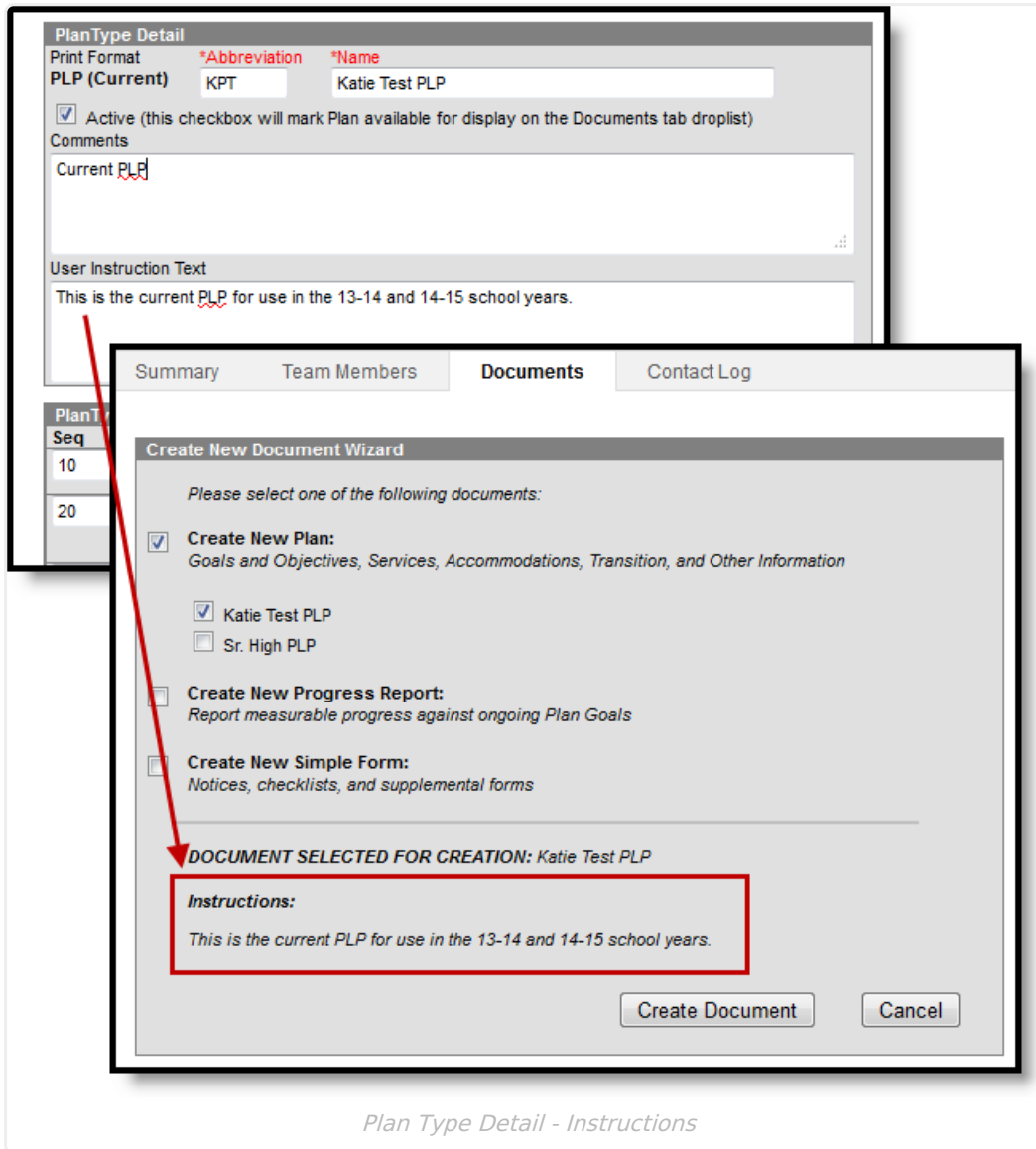
## Plan Types Editor

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

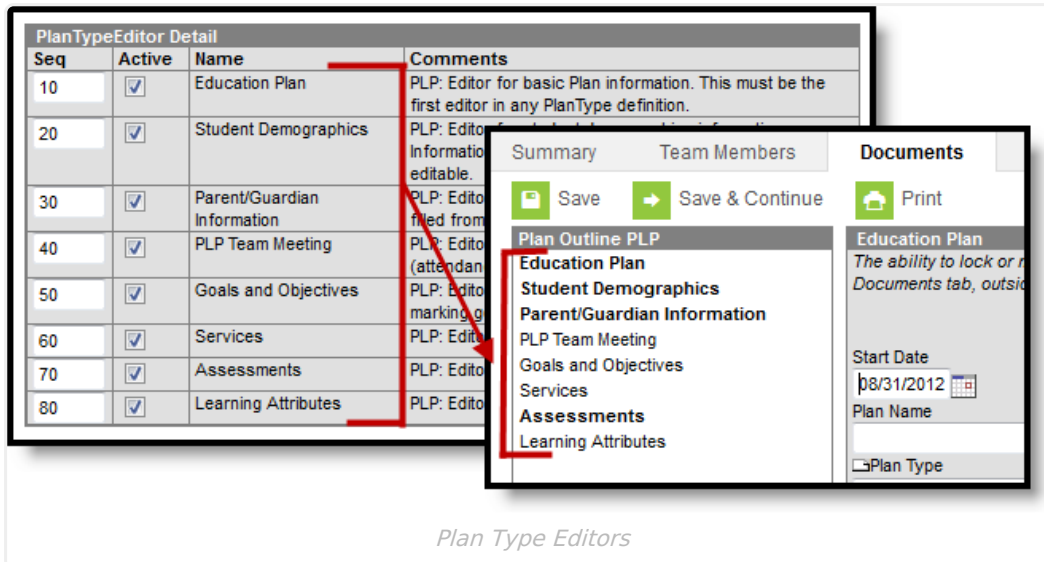
Field	Description
<b>Print Format</b> <i>Required</i>	Selection determines which print format is used when generating a printed view of the selected plan.
<b>Abbreviation</b> <i>Required</i>	Indicates the abbreviation associated with the plan.
<b>Name</b> <i>Required</i>	Indicates the name of the plan being created.
<b>Active</b>	When marked, this plan can be chosen from the Create New Document list when adding the plan to a student's Documents tab.
<b>Comments</b>	Lists any comments associated with the plan.
<b>User Instruction Text</b>	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.



## 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.). Student info, guardian, and team meeting editors will display first and then all editors will display in sequence after.



The screenshot displays the 'PlanTypeEditor Detail' table and a preview of the document generated from the editors. A red box highlights the 'Education Plan' editor in the table and its corresponding entry in the document preview.

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. This editor is not printable.
30	<input checked="" type="checkbox"/>	Parent/Guardian Information	PLP: Editor for Parent/Guardian information. This editor is not printable.
40	<input checked="" type="checkbox"/>	PLP Team Meeting	PLP: Editor for PLP Team Meeting (attendance) information. This editor is not printable.
50	<input checked="" type="checkbox"/>	Goals and Objectives	PLP: Editor for Goals and Objectives information. This editor is not printable.
60	<input checked="" type="checkbox"/>	Services	PLP: Editor for Services information. This editor is not printable.
70	<input checked="" type="checkbox"/>	Assessments	PLP: Editor for Assessments information. This editor is not printable.
80	<input checked="" type="checkbox"/>	Learning Attributes	PLP: Editor for Learning Attributes information. This editor is not printable.

The document preview shows the following structure:

- Plan Outline PLP
- Education Plan
- Student Demographics
- Parent/Guardian Information
- PLP Team Meeting
- Goals and Objectives
- Services
- Assessments
- Learning Attributes

Additional document details include: Start Date: 08/31/2012, Plan Name: [empty], and Plan Type: [empty].

*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.
  - Modify any **Seq(ue)** numbers to change the order in which the editors appear in the document.
  - Unmark the **Active** checkbox to remove an editor from the *printed* document.
  - Clear the **Seq(ue)** using the delete key to remove an editor from the plan type itself.
9. Click the **Save** button to save the plan type.