

Personal Learning Plan

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Classic View: Student Information > PLP > Documents > Plans

Search Terms: PLP Documents

The editors available on the Personal Learning Plan allow team members to compile an unofficial PLP to assist in student learning. Editors are listed below. Included here are descriptions and any specific instructions for entering data into Campus. [PLP Plan Types](#) are established in System Administration.

The screenshot shows the 'Documents' tab of the PLP Plan Editors interface. The sidebar on the left contains a menu with the following items: Plan Outline PLP, Education Plan (bolded), Student Demographics, Parent/Guardian Information, PLP Team Meeting, Goals and Objectives, Services, Assessments, and Learning Attributes. The main content area is titled 'Education Plan' and contains a message: 'The ability to lock or mark a document as complete has been relocated to the main view of the Documents tab, outside of the plan editors.' Below this message are several form fields: Start Date (09/03/2013), End Date (06/04/2014), Plan Name (empty), Plan Type (dropdown menu), Learning Area(s) Addressed (text area), Plan Team Manager (Hallman, Stephen), and a metadata table.

Created Date	Created By	Modified Date	Modified By
04/08/2014	Hallman, Stephen	04/08/2014	Hallman, Stephen

PLP Plan Editors

Editor names which appear in **bold** indicate that information has been entered and saved in that editor.

Personal Plan Editors

The following table lists the editors available on the student's Personal Education Plan, a Description of what the editor is used for and any special considerations and instructions for using the editor.

Editor Name	Description	Special Considerations or Instructions
Education Plan	The Education Plan editor includes the dates for which the plan is active and a description of the Type of PLP and the Learning Areas addressed within it.	Template Banks are established in System Administration and available by clicking the white paper icon next to the appropriate headers. This editor must be saved before proceeding to other editors in the plan.
Student Demographics	The Student Demographics editor populates basic information about the student such as demographic information and student and school address.	Clicking Refresh Student Information will synchronize the information in the editor with the most recent information about the student from the Demographics , Households , Enrollments and School tabs.
Parent/Guardian Information	The Parent/Guardian Demographics Editor populates based on established student/guardian relationships created on the student's Relationships tab or indicated by the guardian checkbox on the Households tab. The editor includes Demographics information for the student's guardian.	Clicking Refresh Guardian Information will synchronize information in the editor with the most recent information from the student's guardian's Demographics and Households tabs.
PLP Team Meeting	The PLP Team Meeting editor records the team meeting(s) held regarding the student's PLP.	Team Members must be linked on the Team Members tool in order to appear in the Attendance editor. For the meeting to appear in the printed PLP, Print in PLP must be selected. Meetings must have at least a Date, a Location or Print in PLP selected to be saved. Individuals must have the Invited or Attended checkbox marked in order to appear in the printed document.

Editor Name	Description	Special Considerations or Instructions
Goals/Objectives	The Goals/Objectives editor lists the annual goals the student is working towards within the time frame of the PLP and the objectives identified to achieve those goals. Templates can be selected, and established Standards or Assessments can also be identified.	Template Banks are established in System Administration and available by clicking the white paper icons next to the appropriate headers.
Services	The Services editor lists the services that are provided to the student within the context of the PLP	Services are established in System Administration. Dates and Session information are required fields for entering a service.
Assessments	The Assessments editor lists the scores the student has earned on recorded assessments and provides an area to enter a summary of the student's performance on these assessments.	Assessment scores populate from the Assessment tool in Student Information.
Learning Attributes	The Learning Attributes editor describes the student's academic strengths and needs, as well as the student's personal learning style.	Template Banks are established in System Administration and available by clicking the white paper icon next to the appropriate headers.