

Special Ed Eval Types

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[Evaluation Editor](#) | [Create a New Evaluation Type](#)

Tool Search: Special Ed Eval Types

Evaluation Types allow districts the ability to specify how special education evaluations are laid out, based on district preference or on state requirements.

Evaluation Types

Save New Delete

Abbreviation	Name
KPT	Katie Test Eval
BN	Part B Notice
CN	Part C Notice

Evaluation Type Detail

Print Format *Abbreviation *Name

Campus (SD) ESR Format KPT Katie Test Eval

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

Comments

Current eval

User Instruction Text

This is the current Evaluation for use in the 13-14 school year.

Evaluation Type Editor Detail

Seq	Active	Name	Comments
10	<input checked="" type="checkbox"/>	Evaluation Header	Campus ESR: Edit basic attributes of all evaluation plans. This element should be the first item of any evaluation
20	<input checked="" type="checkbox"/>	Background Information	Campus ESR: Editor for background information from parents and/or school personnel
30	<input checked="" type="checkbox"/>	Intellectual Information	Campus ESR: Editor for review of existing data, current assessment results (Intellectual Information)

Special Ed Eval Types Tool

See the [Special Ed Evaluation Setup Tool Rights](#) article for the tool rights needed to use this tool.

Evaluation Editor

The Evaluation Types editor contains three sections.

- Evaluation Types List - lists all active and inactive evaluation types. This list is populated

when evaluation types are created.

- [Evaluation Type Detail](#) - describes the selected evaluation type, including the name of the evaluation, whether it's an active evaluation, any administration-entered comments about the evaluation and any information that displays when selecting the evaluation for assignment to the student.
- [Evaluation Type Editor Detail](#) - indicates which editors and in which order those editors display on the evaluation.

Evaluation Type Detail

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

The screenshot displays two windows from the Infinite Campus software. The top window, titled 'EvalType Detail', shows a form with fields for 'Print Format' (set to 'Campus (SD) ESR Format'), 'Abbreviation' (KPT), and 'Name' (Katie Test Eval). A checked checkbox labeled 'Active' is described as marking the evaluation available for display on the Documents tab dropdown. The 'Comments' section contains the text 'Current eval'. The 'User Instruction Text' section contains the instruction: 'This is the current Evaluation for use in the 13-14 school year.' The bottom window, titled 'Create New Document Wizard', lists document types: 'Create New Evaluation' (checked, description: 'Initial Referral, Determination of Disability, Re-Evaluations and Notice of Evaluation'), 'SD Evaluation' (unchecked), 'Katie Test Eval' (checked), 'Part B Notice' (unchecked), 'Part C Notice' (unchecked), 'Create New Plan' (unchecked, 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 'Katie Test Eval' checkbox in the wizard to the 'Active' checkbox in the eval type detail window. Another red arrow points from the 'Katie Test Eval' checkbox in the wizard to the 'Instructions' text in the eval type detail window. The text 'DOCUMENT SELECTED FOR CREATION: Katie Test Eval' is displayed in the wizard. The 'Instructions' text in the eval type detail window is also highlighted with a red box.

EvalType Detail

Print Format *Abbreviation *Name

Campus (SD) ESR Format KPT Katie Test Eval

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

Comments

Current eval

User Instruction Text

This is the current Evaluation for use in the 13-14 school year.

Summary Team Members Documents Contact Log

Create New Document Wizard

Please select one of the following documents:

Create New Evaluation:
Initial Referral, Determination of Disability, Re-Evaluations and Notice of Evaluation

SD Evaluation

Katie Test Eval

Part B Notice

Part C Notice

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

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 Eval

Instructions:

This is the current Evaluation for use in the 13-14 school year.

Eval Type Detail - Instructions

Evaluation Type Editor Detail

For each editor to include in an evaluation, 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 displays the 'EvalTypeEditor Detail' table and the 'Evaluation Editor' form. The table lists various evaluation types with their sequence numbers, active status, names, and comments. The 'Comments' column for 'Evaluation Header' and 'Results and Eligibility' are highlighted with red boxes. The 'Evaluation Editor' form shows the selected evaluation types: Evaluation Header, Background Information, Intellectual Information, Academic Information, Communication Information, Motor Information, Functional Information, Health Information, Social Information, Transition Information, Classroom Observations, Interpretation of Results, and Results and Eligibility. The 'Evaluation Date' is set to 04/11/2014. The 'Student Name' is listed as Student, Devin L. and the 'School Name' is High School.

EvalTypeEditor Detail			
Seq	Active	Name	Comments
10	<input checked="" type="checkbox"/>	Evaluation Header	Campus ESR: Edit basic attributes of all evaluation plans. This element should be the first item of any evaluation
20	<input checked="" type="checkbox"/>	Background Information	Campus ESR: Editor for background information from parents and/or school personnel
30	<input checked="" type="checkbox"/>	Intellectual Information	Campus ESR: Editor for review of existing data, current assessment results (Intellectual Information)
40	<input checked="" type="checkbox"/>	Academic Information	Campus ESR: Editor for review of existing data, current assessment results (Academic Information)
50	<input checked="" type="checkbox"/>	Communication Information	Campus ESR: Editor for communication information
60	<input checked="" type="checkbox"/>	Motor Information	Campus ESR: Editor for motor information
70	<input checked="" type="checkbox"/>	Functional Information	Campus ESR: Editor for functional information
80	<input checked="" type="checkbox"/>	Health Information	Campus ESR: Editor for health information
90	<input checked="" type="checkbox"/>	Social Information	Campus ESR: Editor for social information
100	<input checked="" type="checkbox"/>	Transition Information	Campus ESR: Editor for transition information
110	<input checked="" type="checkbox"/>	Classroom Observations	Campus ESR: Editor for classroom observations
120	<input checked="" type="checkbox"/>	Interpretation of Results	Campus ESR: Editor for interpretation of results
130	<input checked="" type="checkbox"/>	Results and Eligibility	Campus ESR: Editor for results and eligibility

Summary Team Members Documents

Evaluation Outline

- Evaluation Header
- Background Information
- Intellectual Information
- Academic Information
- Communication Information
- Motor Information
- Functional Information
- Health Information
- Social Information
- Transition Information
- Classroom Observations
- Interpretation of Results
- Results and Eligibility

Evaluation Editor

The ability to lock or modify the Evaluation Editor tab, outside of the Evaluation Outline tab.

*Evaluation Date:

Student Name: Student, Devin L.

School Name: High School

Evaluation Editors

Create a New Evaluation 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 evaluation type appear when creating a new document for a student.
6. Enter any **Comments** regarding the evaluation type.
7. Enter any **User Instruction Text** for the evaluation type.
8. Unmark the checkboxes for any **Editors** that should not be included in the evaluation.
 - 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 evaluation type.