

Program Services (Georgia)

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Tool Search: Program Services

The Program Services tool displays program-related services a student receives. This article outlines how to use the Program Services tool for **Gifted Service** in **Georgia**. The Gifted Service functionality differs from the [Gifted Program](#) tool, which documents information at the student's time of eligibility.

The main view of the Program Services tool displays the Program Editor, which lists all program services records in chronological order that have been recorded for the student.

The screenshot shows the 'Program Services' tool interface for a student. At the top, there is a breadcrumb trail: 'Student Information > Program Participation > Program Services'. Below this, the student's profile is displayed with a name 'Student, Example', student ID '12345', grade '06', and date of birth '01/01/2013'. The student is associated with 'Team: 6th Team 3' and has several status flags: 'Gifted', 'Language Translation Needed', and 'ELL - Monitored'. A 'Related Tools' button is visible on the right. Below the profile, there are three filter fields: 'Start Date' (with a calendar icon), 'End Date' (with a calendar icon), and 'Service Tool' (a dropdown menu). The 'Filters:' label is on the left. Below the filters, a record for 'Service Tool: Gifted Service' is shown. It includes the text 'Gifted Served: Yes - Received Gifted Services' and 'Associated Gifted Record Dates: Start Date: 08/12/2024 End Date:'. Below this, it says 'Created By: Gifted Administrator 08/23/2024' and has a 'View' button.

Program Services Editor

- Read** - Access and view the Program Services tool.
- Write** - Modify existing Program Services records.
- Add** - Enter new Program Services records.
- Delete** - Permanently remove Program Services records.

See the [Tool Rights](#) article for more information about Tool Rights and how they function.

Use the [Federal/State Program Updater](#) tool to import Program Services records to this tool.

The screenshot displays the 'Program Services' interface for a student named 'Student, Example'. The student's information includes Student #: 12345, Grade: 05, and DOB: 01/01/2005. The interface features a top navigation bar with 'Student Information', 'Program Participation', and 'Program Services'. Below this, there are filters for 'ELL', 'SPED', and 'Language Translation Needed'. The main area shows a 'New Service Record' side panel with a 'Gifted Service' option. The 'New' button in the bottom action bar is highlighted with a red box.

Program Services ☆ Student Information > Program Participation > Program Services

Student, Example Student #: 12345 Grade: 05 DOB: 01/01/2005

ELL SPED Language Translation Needed Related Tools ^

New Service Record

To create a new Service record, begin by selecting a Service Tool.

[Gifted Service](#)

No records to display

New Print Close

Add a New Program Services Record

Add a Program Services Record

1. Click **New** in the action bar across the bottom. A **New Service Record** side panel opens.
2. Select the appropriate **Service Tool** - Gifted Service. The Gifted Service Detail editor displays.

Program Services ☆

[Student Information](#) > [Program Participation](#) > [Program Services](#)

Student, Example

Student #: 12345

Grade: 05

DOB: 01/01/2005

ELL

SPED

Language Translation Needed

Related Tools ^

Gifted Service Detail

If the student does not have a Gifted Program record, the Associated Gifted Record Dates drop-list will remain empty. If you have the appropriate Tool Rights, a Gifted Program record can be added by going to the [Gifted Program](#) tool.

Start Date: (Required)

End Date:

Associated Gifted Record Dates:

Gifted Served: (Required)

Comments:
Maximum 255 characters

Gifted Service Detail Editor

3. Enter a **Start Date** (*required*) for when the student began receiving program services.
4. If applicable, select the **Associated Gifted Record Date** for which the services are provided.

The **Associated Gifted Record Dates** drop list will remain empty if the student does not have a Gifted Program record. If you have the appropriate Tool Rights, add a Gifted Program record by going to the [Gifted Program](#) tool.

5. Select the appropriate **Gifted Served** (required) designation from the droplist.
6. Enter any **Comments** related to this record.
7. Click **Save** when finished. The new record is now listed below the School Year field.

To display record details, click **View**. This opens the Program Detail for the selected record, where information can be viewed or modified. Select the View button to modify the Program Services record and make necessary changes. Click **Save** when finished.

End a Program Services Record

1. Click anywhere on an existing record to display the Program Information editor.
2. Enter an **End Date** for when the information for the current program service ended. End dates must be AFTER the start date.
3. Enter any **Comments** needed for this record.
4. Click **Save** when finished. The record is ended and is displayed on the Program Editor with an

End Date.

Program Services ☆

Student, Example Student #: 12345 Grade: 05 DOB: 01/01/2005

ELL SPED Language Translation Needed

[Student Information](#) > [Program Participation](#) > [Program Services](#)

[Related Tools](#) ^

Start Date **End Date** **Service Tool**

Filters: ▾

Service Tool: Gifted Service

Gifted Served: Yes - Received Gifted Services Associated Gifted Record Dates:

Start Date: 08/21/2024 End Date: Created By: Jackson County Schools 678; 08/07/2024

View

New
Print

Gifted Services Detail Editor Fields

Field	Description
Start Date <i>Required</i>	Indicates the date the student began receiving the program service.
End Date	Indicates the last date the student received the program service.
Associated Gifted Records	Droplist of Gifted record dates documented for the student under the Gifted Program tool.

Field	Description
Gifted Served <i>Required</i>	Identifies the reason the student was or was not served. 1: Yes - Received Gifted Services 2: No - Taking Dual Enrollment Courses 3: No - Gifted Services Suspended 4: No - Local Continuation Policy Criteria Not Met 5: No - Gifted Courses Not Offered
Comments	Additional information about the record.

Print a Program Services Summary

Click **Print** to generate a PDF summary of the student's Program Services.

Jackson County Schools 12345 Main Street, Jackson, GA 54321 Generated on 08/23/2024 09:50:03 AM Page 1 of 1	Student, Example - Gifted Service Summary Grade 06 Birthdate: 01/01/2013 State ID: 123456789			
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;">Start Date: 08/12/2024</td> <td style="width: 33%; border: none;">End Date:</td> <td style="width: 33%; border: none;">Created By: Jackson County Schools 678 08/23/2024</td> </tr> </table> <p style="border: none;">Associated Gifted Record Dates: 07/29/2022-; Gifted Served: Yes - Received Gifted Services Created By: Jackson County Schools 678;</p> <p style="border: none;">Comments:</p>		Start Date: 08/12/2024	End Date:	Created By: Jackson County Schools 678 08/23/2024
Start Date: 08/12/2024	End Date:	Created By: Jackson County Schools 678 08/23/2024		

Gifted Services Summary