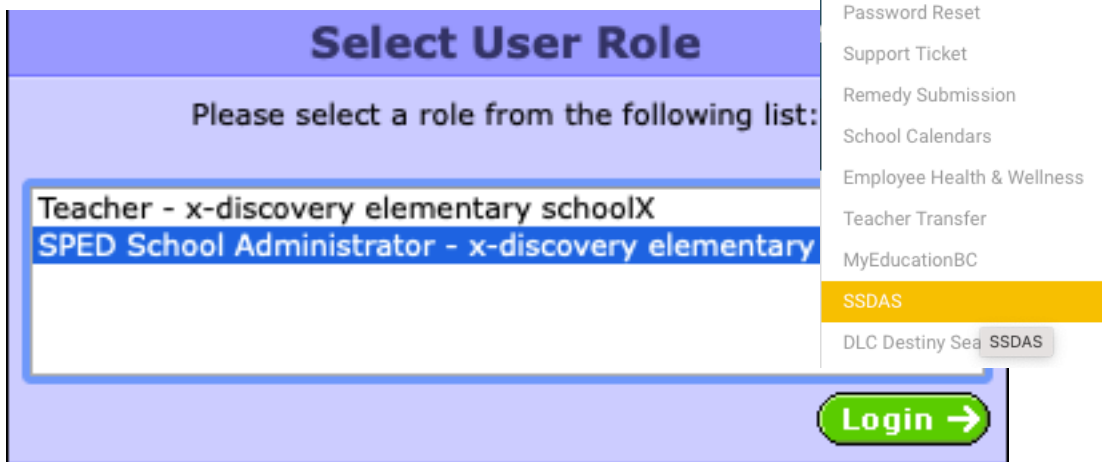




Case Manager IEP Instructions

1. Navigate to the SD79 Web Page and under Staff >> SSDAS
2. Select SPED School Administrator after entering your login information.



Select User Role

Please select a role from the following list:

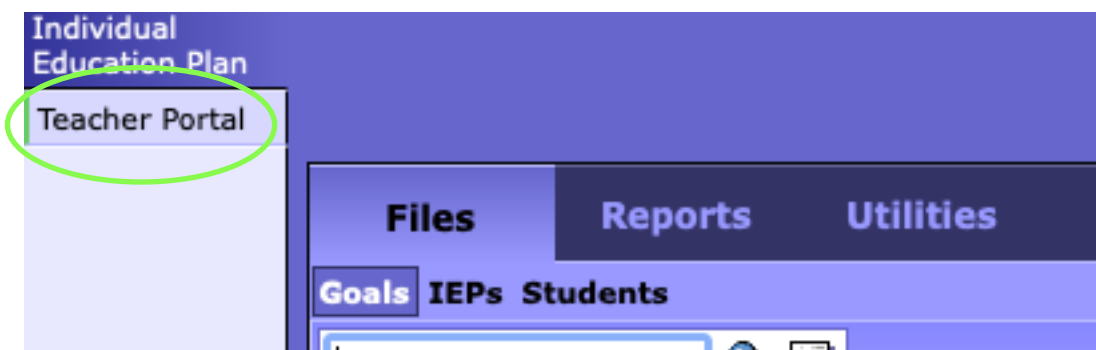
- Teacher - x-discovery elementary schoolX
- SPED School Administrator - x-discovery elementary**

Staff - Employment F

- Office 365
- 0365 Email Setup
- Webmail
- Password Reset
- Support Ticket
- Remedy Submission
- School Calendars
- Employee Health & Wellness
- Teacher Transfer
- MyEducationBC
- SSDAS**
- DLC Destiny Sea SSDAS

Login ->

3. Select Teacher Portal on the Left Side Menu



4. Click IEP Entry





Our Journey is **Beyond Education**



- You will be presented with your Case Manager List of students
 - From this screen you can click on the student name to open their IEP
 - Select specific IEPs for printing using the check boxes on the left. You may print selected IEPs or print the associated Progress Reports

Select Student		
LastName	FirstName	Designation
<input type="checkbox"/> AppStu10	Test	PHYSICALLY DEPENDENT
<input type="checkbox"/> AppStu25	Test	PHYSICALLY DEPENDENT

Select Student		
LastName	FirstName	Designation
<input type="checkbox"/> AppStu10	Test	PHYSICALLY DEPENDENT
<input checked="" type="checkbox"/> AppStu25	Test	PHYSICALLY DEPENDENT

- Inside the IEP you can click on Progress Report to enter your Mid Year or End Year comments.



- Inside an individual IEP Progress Report you may print just the Progress Report or combined with the Transitions and Recommendations.



IEP Progress Report

Student:	Test AppStu25	School Year:	2020/2021
Grade:		Ministry Category:	A
Classroom Teacher:	Test app Teacher6	Case Manager:	Test app Teacher1

Transitions and Recommendations

Accomplishments: accomplishments	
What strategies have worked well: strategies	This will print at the end of the IEP Progress Report if you select Print w/TR
Considerations for next year: considerations	
Transition Plan Summary: summary	