

KY Document Workflow/Validations- KY Referral

KY Referral

(Student Information>Special Ed>Student>Documents>New Document>Create New Conference Summary/Evaluation>KY Referral)

Referral Header

UI:

| | | | |
|--|-----------------------|---------------|-----------------------|
| Referral Header Editor | | Referred Date | |
| *ARC Decision Date | 05/18/2016 | 05/18/2016 | |
| Suspected Disability: (Select all suspected disabilities. For Multiple Disabilities, you may choose additional specific disabilities by clicking again in the white area.) | | | |
| <input type="checkbox"/> Autism | | | |
| Select disability area(s) for 'Developmental Delay': | | | |
| Select disability area(s) for 'Specific Learning Disability': | | | |
| Select disability area(s) for 'Speech or Language Impairment': | | | |
| Created Date | Created By | Modified Date | Modified By |
| 05/18/2016 | Administrator, System | 05/24/2016 | Administrator, System |

Print:

| | | |
|--|--------------------------------------|------------------|
| Student's Full Name: Marcos Henry Lucas I | SSID: 1942814813 | Grade: 11 |
| Date of Birth: 05/21/1998 | ARC Decision Date: 05/18/2016 | |
| | Referred Date: 05/18/2016 | |
| School: Knox Central High School | Suspected Disability: Autism | |
| Primary Mode of Communication of the Student: English | | |

1. **ARC Decision Date:** > This is a red required calendar date field in MM/DD/YYYY format. The document will sort by this date in the corresponding calendar folder on the documents tab.
2. **Referred Date:** >This is a calendar date field in MM/DD/YYYY format.
3. **Suspected Disability:** >This is a multi-select field that has all disability categories available. If 'Developmental Delay', 'Specific Learning Disability' or 'Speech or Language Impairment' are selected, the corresponding 'areas' field unlocks the fields to indicate the disability specific area(s). If 'Multiple Disabilities' is selected, users are expected to select additional Disability values from this field.
4. **Select disability area(s) for 'Developmental Delay'** : >This is a multi-select field that lists all areas associated with this disability. This will remain an unlocked/non-editable field unless 'Developmental Delay' is selected in the 'Suspected Disability' multi-select field above. The 'Area(s)' values are as follows: Cognition, Motor development, Self-help/adaptive behavior, Communication, Social-emotional development
5. **Select disability area(s) for 'Specific Learning Disability'** : >This is a multi-select field that lists all areas associated with this disability. This will remain an unlocked/non-editable field unless

'Specific Learning Disability' is selected in the 'Suspected Disability' multi-select field above. The 'Area(s)' values are as follows: Oral Expression, Written Expression, Reading Fluency Skills, Mathematics Calculation, Listening Comprehension, Basic Reading Skills, Reading Comprehension, and Mathematics Reasoning

6. **Select disability area(s) for 'Speech or Language Impairment'** : >This is a multi-select field that lists all areas associated with this disability. This will remain an unlocked/non-editable field unless 'Speech or Language Impairment' is selected in the 'Suspected Disability' multi-select field above. The 'Area(s)' values are as follows: Speech Sound Production and Use, Language, Fluency, Voice

Student Demographics

UI:

Student Demographics

Note: At the point the plan is generated, a snapshot of the student data is taken. To get a fresh copy, click the button below.

| | | | |
|---|--------------------------------------|--|--------------------|
| Last Name <i>Lucas</i> | First Name <i>Marcas</i> | Middle Name <i>Henry</i> | Suffix <i>I</i> |
| Race, Ethnicity <i>6 : White</i> | Gender <i>M</i> | Birthdate <i>05/21/1998</i> | |
| Student Address <i>123 Minnesota St #10 Kentucky, KY 12345</i> | | Primary Mode of Communication of the Student <input type="text" value="English"/> | |
| School Name <i>Knox Central High School</i> | School Phone <i>(555)230-5933</i> | Student Number <i>1942814813</i> | Grade <i>11</i> |
| Primary Disability, if currently identified <i>None</i> | | | |

Print:

| | | |
|--|--------------------------------------|------------------|
| Student's Full Name: Marcas Henry Lucas I | SSID: 1942814813 | Grade: 11 |
| Date of Birth: 05/21/1998 | ARC Decision Date: 05/18/2016 | |
| | Referred Date: 05/18/2016 | |
| School: Knox Central High School | Suspected Disability: Autism | |
| Primary Mode of Communication of the Student: English | | |

1. **Refresh Student Information** >All fields should populate read-only with the exception of the 'Primary Mode of Communication of the Student'. If this is an Initial Referral (No current Evaluation exists), the field 'Primary Disability, if currently identified' will be blank. All other information is pulled from Census.
2. **Primary Mode of Communication of the Student:** >The 'Primary Mode of Communication of the Student' field defaults to 'English' but all drop-list values are populated from the Core Language dictionary.

Parent/Guardian Demographics

UI:

Parent/Guardian Information

Note: At the point the evaluation is generated, a snapshot of the student data is taken. To get a fresh copy of the guardian information, click the button below.

Parent/Guardian comes from the census system and the only people listed here are marked as guardians of the student's current household, or direct guardians to the student through the relationship.

| | | |
|---|------------------------------------|-------------------------------------|
| Guardian SON | Name Mom Lucas | |
| Work Phone (222)222-2222 | Cell Phone (444)444-4444 | Email marcasmom@gmail.com |
| Address 123 Minnesota St #10 Kentucky, KY 12345 | Home Phone (555)444-3333 | |
| <input style="width: 100%;" type="text" value="English"/> <input type="button" value="x"/> <input type="button" value="v"/> | | |
| Guardian FATHER, NATURAL/ADOP | Name Scott Lucas | |
| Work Phone (888)888-8888 | Cell Phone (666)666-6666 | Email marcasdad@gmail.com |
| Address 123 Minnesota St #10 Kentucky, KY 12345 | Home Phone (555)444-3333 | |
| <input style="width: 100%;" type="text" value="English"/> <input type="button" value="x"/> <input type="button" value="v"/> | | |
| Student Represented By: | <input type="text"/> | |
| Does Student Live with Parents? | <input type="text"/> | |
| If No, With Whom Does the Student Live?: | <input type="text"/> | |
| Relationship: | <input type="text"/> | |
| General Education Teacher: | <input type="text"/> | |
| Referring Person/Title: | <input type="text"/> | |

Print:

| | |
|--|---------------------------|
| Student Represented By: <input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Self <input type="checkbox"/> Surrogate | |
| Does Student Live with Parents? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If No, With Whom Does the Student Live?: | Relationship: |
| <small>Note: If student lives with someone other than the parent, the <i>Determination of Parent Representative for Educational Decision Making</i> form must be completed and attached.</small> | |
| Parent/Guardian: Mom Lucas | |
| Home Address: 123 Minnesota St #10 Kentucky, KY 12345 | |
| Home Phone: (555)444-3333 | Work Phone: (222)222-2222 |
| Primary Mode of Communication in the Home: English | |
| Parent/Guardian: Scott Lucas | |
| Home Address: 123 Minnesota St #10 Kentucky, KY 12345 | |
| Home Phone: (555)444-3333 | Work Phone: (888)888-8888 |
| Primary Mode of Communication in the Home: English | |
| General Education Teacher: | Referring Person/Title: |

1. **Refresh Guardian Information:** >Fields populate read-only and information is pulled from Census.
2. **Primary Mode of Communication of the Student:** >The 'Primary Mode of Communication of the Parent' field defaults to 'English' but all drop-list values are populated from the Core Language dictionary.
3. **Student Represented By:** >This is a single-select drop-list with the values 'Parent', 'Guardian', 'Self' & 'Surrogate'.
4. **Does Student Live with Parents?** >This is a single-select drop-list with the values 'Yes' and 'No'. If 'No' is selected, the next two fields are required to save the editor. If user attempts to save the editor without completing the corresponding fields, they will receive a validation message that reads: 'Please identify with whom the student lives and the relationship'.
5. **If No, With Whom Does the Student Live?** >This is a text field with a 50 character limit.
6. **Relationship:** >This is a text field with a 50 character limit.

Summary of Interventions

UI:

Summary of Interventions

Directions: This form is to be completed prior to a referral for a Special Education Evaluation. Attach the RtI worksheet(s) and progress monitoring data for each area of concern. This form and the data results must be filed in the Due Process Folder after the referral ARC.

Note: Interventionist refers to the individual(s) delivering the intervention.

1. Describe the area being targeted for intervention and means of identifying the need.

2. Indicate the area(s) of suspected disability (interventions must match deficit areas of the disability suspected):

Tier Intervention Data, #'s 3-5, are located on the 'Summary of Interventions Data' Editor. Please complete accordingly.

Print:

Summary of Interventions & Data

| | | | | | |
|---|-----|----------------------|----------------|---|--|
| 1. Describe the <u>area being targeted</u> for intervention and <u>means of identifying</u> the need. | | | | | |
| 2. Indicate the <u>area(s) of suspected disability</u> (interventions must match deficit areas of the disability suspected): | | | | | |
| 3. Describe the Tier I intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist. | | | | | |
| Dates | | Frequency of Service | Amount of Time | Impact (What was the end result? What was the final level/score?) | Expected Progress (Where should the student have been at the end of this intervention?) |
| Begin | End | | | | |
| 4. Describe the Tier II intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist. | | | | | |
| Dates | | Frequency of Service | Amount of Time | Impact (What was the end result? What was the final level/score?) | Expected Progress (Where should the student have been at the end of this intervention?) |
| Begin | End | | | | |
| 5. Describe the Tier III intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist. | | | | | |
| Dates | | Frequency of Service | Amount of Time | Impact (What was the end result? What was the final level/score?) | Expected Progress (Where should the student have been at the end of this intervention?) |
| Begin | End | | | | |

*The 'Summary of Interventions' and 'Summary of Interventions Data' editors are a combined section on the print.

1. **Describe the area being targeted for intervention and means of identifying the need.** > This is a text area with unlimited characters.
2. **Indicate the area(s) of suspected disability (interventions must match deficit areas of the disability suspected) :** > This is a text area with unlimited characters.

Summary of Interventions Data

UI:

| Summary of Interventions Data List | | |
|------------------------------------|------------|----------|
| Tier Intervention | Begin Date | End Date |
| | | |

Summary of Interventions Data Editor

Interventions:

Describe the intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist.

Dates:

*Begin Date: End Date:

Frequency of service:

Amount of Time:

Impact: (What was the end result? What was the final level/score?)

Expected Progress: (Where should the student have been at the end of this intervention?)

Print:

Summary of Interventions & Data

| 1. Describe the <u>area being targeted</u> for intervention and <u>means of identifying the need</u> . | | | | | |
|---|-----|----------------------|----------------|---|--|
| 2. Indicate the <u>area(s) of suspected disability</u> : (interventions must match deficit areas of the disability suspected): | | | | | |
| 3. Describe the Tier I intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist. | | | | | |
| Dates | | Frequency of Service | Amount of Time | Impact (What was the end result? What was the final level/score?) | Expected Progress (Where should the student have been at the end of this intervention?) |
| Begin | End | | | | |
| 4. Describe the Tier II intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist. | | | | | |
| Dates | | Frequency of Service | Amount of Time | Impact (What was the end result? What was the final level/score?) | Expected Progress (Where should the student have been at the end of this intervention?) |
| Begin | End | | | | |
| 5. Describe the Tier III intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist. | | | | | |
| Dates | | Frequency of Service | Amount of Time | Impact (What was the end result? What was the final level/score?) | Expected Progress (Where should the student have been at the end of this intervention?) |
| Begin | End | | | | |

*The 'Summary of Interventions' and 'Summary of Interventions Data' editors are a combined section on the print.

1. **Interventions:**>This is a single-select required drop-list with the values 'Tier I Interventions', 'Tier II Interventions' & 'Tier III Interventions' The selection maps it to the corresponding print services chart. #3>Tier I, #4>Tier II, #5>Tier III. If a user attempts to save the editor without selecting a value, a validation message populates that reads: 'Interventions is required.'
2. **Describe the intervention(s) implemented in the general education classroom to address the area being targeted and the name of the interventionist.**> This is a text area with unlimited characters.
3. ***Begin Date** >This is a red required calendar date field that defaults to null. If user attempts to save without entering a date, a validation message populates that reads: 'Begin Date is required'.
4. **End Date** >This is a calendar date field that defaults to null.
5. **Frequency of service:** >This is a text field with a 25 character limit.
6. **Amount of Time:** >This is a text field with a 25 character limit.
7. **Impact:** (What was the end result? What was the final level/score?) >This is an unlimited text area.
8. **Expected Progress:** (Where should the student have been at the end of this intervention?) > This is an unlimited text area.
9. **Summary of Interventions Data List** >This displays the 'Interventions' identified (I, II or III), Begin Date and End Date (if indicated).
10. **New Intervention Data** >This is the tool bar button to add additional interventions to the list/table.

Major Areas of Concern

UI:

it  New Area of Concern

| Major Area(s) of Concern List | |
|-------------------------------|---|
| Area | Reasons for Referring |
| Communication | Other Specify: validation to enter text when this box populates |
| | |

| Major Area(s) of Concern Editor | |
|---|--|
| Area(s): | Communication |
| Reasons for Referring: | <input type="text" value="x Other Specify"/> |
| Other, Specify: | validation to enter text when this box populates |
| Specialized Equipment Used by Student: | <input type="text"/> |

Print:

Major Area(s) of Concern

Communication:

| | |
|---|----------------------|
| Other Specify: validation to enter text when this box populates | |
| Specialized Equipment Used by Student: | <input type="text"/> |

- Area(s):** >This is a single-select red-required drop-list that defaults to null with values 'Communication', 'Academic Performance', 'Health, Vision, Hearing and Motor Abilities', 'Social and Emotional Status', 'General Intelligence' and 'Work Skills/Technical/Vocational Functioning' When an 'Area' is selected, the corresponding 'Reason for Referring' values populate as multi-select. If user attempts to save editor without indicating an 'Area', a validation message populates that reads: 'Area is required' If user selects and 'Area' but does not save it and attempts to select a new 'Area', a validation message populates that reads: 'Are you sure you want to change the Area(s)? If change is made, all information will be lost'.
- Reasons for Referring:** >This is a multi-select field that populates values according to the corresponding 'Area' that is selected. If no reason is indicated and user attempts to save, a validation message populates that reads: 'Please select a reason'. The following are the values associated with each 'Area':
 - Communication:** Communicates Basic Needs and Wants, Articulation, Knowledge of Sound/Letter Association, Expressive Language, Receptive Language, Voice Quality and Other Specify.
 - Academic Performance:** Oral Expression, Written Expression, Reading Comprehension, Mathematics Calculation, Listening Comprehension, Basic Reading Skills, Reading Fluency, Mathematics Reasoning and Application, Other Specify.
 - Health, Vision, Hearing and Motor Abilities:** Gross Motor Skills-Body Control, Gross Motor Skills-Locomotion, Developmental History, Vision, Fine Motor Skills-Sensory, Hearing, Other Specify.
 - Social and Emotional Status:** Interaction with Peers, Acceptance of Rules, Interaction with Adults, Acceptance of Correction, Acceptance to Disappointment, Self Help

Skills/Play Skills, Team/Membership, Mood Swings, Repetitive Behaviors, Self Concept, Inactivity or Withdrawal, Cooperation, Self Control, Expression of Feelings/Affect, Other Specify.

- General Intelligence: Understanding New Concepts, Interpreting Data to Make Decisions, Comparing/Contrasting Ideas of Objects, Perceptual Discrimination, Predicting Events/Results, Problem Solving, Applying Knowledge, Memory, Other Specify.
- Work Skills/Technical/Vocational Functioning: Attending to Task, Following Directions, Independent Work Habits, Seeking Assistance When Needed, Using Research Tools Effectively, Maintaining Physical Stamina, Having Realist Vocational Goals, Punctuality, Completing Work, Organizing Materials/Belongings, Using Technology to Gather/Organize Info, Identifying Preferences/Interests, Recognizing Personal Limitations, Other Specify

3. **Other, Specify:** >When 'Other Specify' is selected as a 'Reasons for Referring' for any of the 'Area(s)', an unlimited text area populates to document other reasons not listed in the multi-select field. If 'Other Specify' is selected as a 'Reasons for Referring' and no information is entered prior to save, the user will receive a validation message that reads 'Please specify other reason'.
4. **Specialized Equipment Used by Student:** >This is an unlimited text area. This combines all 'Area(s)' that have this information present on the UI into one print area, it does not delineate according to 'Area'.
5. **Major Area(s) of Concern List** >This populates the 'Area' and 'Reasons for Referring' for the values that are indicated and saved.
6. **New Area of Concern** > This is a tool bar button that allows the user to add multiple areas of concern.

School Information

UI:

School Information Editor

Number of Schools Attended to date:

| Year and Grade | Days Enrolled | # of Absences Excused | # of Absences Unexcused | # of Tardies Excused | # of Tardies Unexcused |
|----------------|---------------|-----------------------|-------------------------|----------------------|------------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Years in School Including Current Year:

Years in Primary Program Including Current Year:

Repeated Grades:

Summary of Most Recent Grades (Provide Current or Most Recent Grades the Student Received by Content):

Reading : English : Spelling :

Science : Math : Social Studies :

: : :

Summary of Standardized Group Test Data (Attach copies):

| Achievement | Test Name: <input type="text"/> | Date: <input type="text"/> |
|-------------|---------------------------------|----------------------------|
| Reading | Math | Language |
| | | |

Print:

School Information

Number of Schools Attended to date: 1

| | | | | |
|--------------------|-----------|--|--|--|
| Year and Grade | | | | |
| Days Enrolled | | | | |
| Number of Absences | Excused | | | |
| | Unexcused | | | |
| Number of Tardies | Excused | | | |
| | Unexcused | | | |

| | | |
|---|--|------------------|
| Years in School Including Current Year: | Years in Primary Program Including Current Year: | Repeated Grades: |
| | | |

Summary of Most Recent Grades (Provide Current or Most Recent Grades the Student Received by Content):

| | | | | |
|----------|--|----------------|--|--|
| Reading | | English | | |
| Spelling | | Science | | |
| Math | | Social Studies | | |

Summary of Standardized Group Test Data (Attach Copies):

1. **Number of Schools Attended to date:** >This is a text field with a three character limit.

2. **Year and Grade, Days Enrolled, # of Absences Excused, # of Absences Unexcused, # of Tardies Excused, # of Tardies Unexcused** >These are text fields with a 20 character limit.
3. **Years in School Including Current Year:** > This is a text field with a five character limit.
4. **Years in Primary Program Including Current Year:** > This is a text field with a five character limit.
5. **Repeated Grades** :> This is a text field with a five character limit.
6. **Reading:** > This is a text field with a five character limit.
7. **English:** > This is a text field with a five character limit.
8. **Spelling:** > This is a text field with a five character limit.
9. **Science:** > This is a text field with a five character limit.
10. **Math:** > This is a text field with a five character limit.
11. **Social Studies:** > This is a text field with a five character limit.
12. Three blank Subject fields with 25 character limit for the subject and five character limit for the Grade fields.
13. **Test Name:** > This is a text field with a 50 character limit.
14. **Date:** > This is a calendar field with MM/DD/YYYY format.
15. **Reading, Math, Language, Spelling** > These are all 50 character limit text fields.
16. Add New Test> This button allows users to add four additional Tests for a total of five.

Physical Functioning and Summary of Support

UI:

Physical Functioning and Summary of Support Editor
Physical Functioning

Attach documentation for results of each screening.

VISION (Required for all students referred for special education)
 Screening Date:

HEARING (Required for all students referred for special education)
 Screening Date:

MOTOR (Required when Specific Learning Disability suspected and as determined by ARC)
 Screening Date:

SPEECH (Required as Determined by the ARC)
 Screening Date:

Describe any Existing Medical Health Conditions Below:

Is Student Currently on Medication? :

Specify Type and Dosage Below:

Summary of Past and Present Support

Has this student been evaluated for special education previously?

If yes,

- When was the student evaluated?
- What was the suspected area of disability?

What services is this student receiving or what services has this student received in the past? For the services below, enter [C] if currently receiving or [P] if the service was provided in the past.

Limited English Proficient Migrant Title 1

Speech Language 504

Extended School Services Gifted and Talented

Involvement with Outside Agency(ies):

Agency:

Describe services that are being provided to this student by the agency(ies) listed above:

Print:

Physical Functioning

Attach documentation for results of each screening.

| VISION | HEARING | MOTOR | SPEECH |
|--|---|--|---|
| <i>Required for all students referred for special education</i> | | <i>Required when Specific Learning Disability suspected and as determined by the ARC</i> | <i>Required as Determined by the ARC</i> |
| Screening Date: 05/31/2016 <input type="checkbox"/> Passed <input type="checkbox"/> Failed | Screening Date: <input type="checkbox"/> Passed <input type="checkbox"/> Failed | Screening Date: <input type="checkbox"/> Passed <input type="checkbox"/> Failed | Screening Date: <input type="checkbox"/> Passed <input type="checkbox"/> Failed |

Describe any Existing Medical Health Conditions Below:

Is Student Currently on Medication?: Yes No Specify Type and Dosage Below:

Summary of Past and Present Support

Has this student been evaluated for special education previously? Yes No

If yes,
 • When was the student evaluated?
 • What was the suspected area of disability?

What services is this student receiving or what services has this student received in the past? For the services below, enter [C] if currently receiving or [P] if the service was provided in the past.

| Limited English Proficient | Migrant | Title 1 | Speech Language | 504 | Extended School Services | Gifted and Talented |
|----------------------------|---------|---------|-----------------|-----|--------------------------|---------------------|
| | | | | | | |

Involvement with Outside Agency(ies)?: Yes No Agency:

Describe services that are being provided to this student by agency(ies) listed above:

- VISION** > Screening Date calendar field with MM/DD/YYYY format and single-select drop-list with values 'Passed' and 'Failed'
- HEARING** > Screening Date calendar field with MM/DD/YYYY format and single-select drop-list with values 'Passed' and 'Failed'
- MOTOR** > Screening Date calendar field with MM/DD/YYYY format and single-select drop-list with values 'Passed' and 'Failed'
- SPEECH** > Screening Date calendar field with MM/DD/YYYY format and single-select drop-list with values 'Passed' and 'Failed'
- Describe any Existing Medical Health Conditions Below:** This is an unlimited text area.
- Is Student Currently on Medication? :** > This is a single-select 'Yes' or 'No' drop-list. If 'Yes' is selected, it is required to enter text in the unlimited text area below '**Specify Type and Dosage Below**' text. If user does not enter text when they have indicated 'Yes', a validation message populates that reads: 'Please specify type and dosage of medication'.
- Has this student been evaluated for special education previously?** > This is a single-select 'Yes' or 'No' drop-list. If user indicates 'Yes', there is a validation that **When was the student**

evaluated? > Calendar field with MM/DD/YYYY format and **What was the suspected area of disability** > text field with 50 character limit both must be completed. If user answers Yes and the subsequent fields are not completed, validation messages will populate that read: 'Please provide previous evaluation date' and 'Please provide suspected area of disability'.

8. Limited English Proficient, Migrant, Title 1, Speech Language, 504, Extended School Services, Gifted and Talented > These are all two character limit text fields.
9. **Involvement with Outside Agency(ies)** : > This is a single-select drop-list with 'Yes' and 'No' values. If user selects 'Yes', they are required to complete **Agency:** > Text field with 50 character limit and the **Describe services that are being provided to this student by the agency(ies) listed above** :> unlimited text area. If user indicates 'Yes' and does not complete these two fields, validation messages populate that read: 'Please specify outside agency' and 'Please describe agency provided services.'

Documentation of Student Progress

UI:

it  New Test

Documentation of Student Progress List

| Test Name |
|-----------|
| test 1 |

Documentation of Student Progress Editor

Scores from District Universal Screenings:

Test Name:

Reading: Date:

Math: Date:

Language: Date:

Behavior: Date:

Print:

Documentation of Student Progress

Scores from District Universal Screenings:

| | | | |
|-------------------|-------|-----------|-----------|
| Test Name: test 1 | | | |
| Reading: | Math: | Language: | Behavior: |
| Date: | Date: | Date: | Date: |

1. **Test Name:** > This is a red-required text field with a 25 character limit. If user does not enter data in this field and attempts to save the editor, a validation message will populate that reads 'Please enter a test name'
2. **Reading:** & **Date:** > This is a text field with a 25 character limit and a calendar field with MM/DD/YYYY format.

3. **Math: & Date:** > This is a text field with a 25 character limit and a calendar field with MM/DD/YYYY format.
4. **Language: & Date:** > This is a text field with a 25 character limit and a calendar field with MM/DD/YYYY format.
5. **Behavior: & Date:** > This is a text field with a 25 character limit and a calendar field with MM/DD/YYYY format.
6. **Documentation of Student Progress List**> This List Editor displays all 'Test Name(s)' that have been saved.
7. **New Test** > This tool bar button allows users to add multiple new tests.