

Accessing IEP's from

TO: All Teachers
FROM: Debbie
DATE: August 22, 2008
RE: IEPs on Eschool

To access a student's IEP on Eschool, please follow the directions below:

- Go to Staff Schedules on the left side of the screen.
- Click to open "Staff Schedule Report".
- Go to staff and click on the drop down menu.
- Click on the *homeroom* teacher's name. (For inclusion students you must click on the general education teacher's name)
- Click on the room number to view roster.
- Click on the purple dot to open the IEP.