

## **Training Companion**

Print this out and use it to follow along and take notes during training. Bolded topics are the overall lessons. Non-bolded topics are the subtopics within each lesson.

Topic	Covered	Notes
Getting Started		
Introduction to SameGoal		
Logging In		
Screen Overview		
Creating Documents		
Search for Students		
Create a Document		
Attachments		

Completing Documents	
Completing a Document	
Program Participation	
Deadlines	
LPAC Initial Review	
Meetings and Signatures	
Holding Meetings	
Validations	
Sharing a Document	
Collaborative Editing	
Signatures	
Version History	

Parent Communication	
Parent Notifications	
Share With Parents	
Translation	
Authoring Documents	
Decisions Regarding Assessments	
Editing a Document	
LPAC Annual Review	
Bank Values	
Reclassification	
Required Monitoring	
LPAC Monitoring After Reclassification	

Additional Tools	
Accommodations Log	
Printing a Document	
Bulk Create Documents	
Wrap Up	
Support	
Questions	
Explore Your Environment	