

## 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
<b>Getting Started</b>	<input type="checkbox"/>	
Introduction to SameGoal	<input type="checkbox"/>	
Logging In	<input type="checkbox"/>	
Screen Overview	<input type="checkbox"/>	
<b>Creating Documents</b>	<input type="checkbox"/>	
Search for Students	<input type="checkbox"/>	
Create a New Document	<input type="checkbox"/>	
Autosave	<input type="checkbox"/>	

<b>Completing Documents</b>	<input type="checkbox"/>	
Completing a Document	<input type="checkbox"/>	
Program Participation	<input type="checkbox"/>	
Deadlines	<input type="checkbox"/>	
<b>Collaboration</b>	<input type="checkbox"/>	
Notice and Consent	<input type="checkbox"/>	
Share with Parents	<input type="checkbox"/>	
Evaluation	<input type="checkbox"/>	
Sharing a Document	<input type="checkbox"/>	
Collaborative Editing	<input type="checkbox"/>	
Chat	<input type="checkbox"/>	
Document History	<input type="checkbox"/>	

<b>Authoring Documents</b>	<input type="checkbox"/>	
Invite Parents to Meeting	<input type="checkbox"/>	
Add and Remove Sections	<input type="checkbox"/>	
Initial Plan	<input type="checkbox"/>	
Rich Text Editing	<input type="checkbox"/>	
Eligibility	<input type="checkbox"/>	
User Banks	<input type="checkbox"/>	
District Banks	<input type="checkbox"/>	
<b>Meetings and Signatures</b>	<input type="checkbox"/>	
Validations	<input type="checkbox"/>	
Holding Meetings	<input type="checkbox"/>	
Signatures	<input type="checkbox"/>	

Translation	<input type="checkbox"/>	
<b>Additional Tools</b>	<input type="checkbox"/>	
Printing a Document	<input type="checkbox"/>	
Clerical Errors	<input type="checkbox"/>	
Progress Reports	<input type="checkbox"/>	
Attachments	<input type="checkbox"/>	
Amendments and Revisions	<input type="checkbox"/>	
<b>Wrap Up</b>	<input type="checkbox"/>	
Support	<input type="checkbox"/>	
Questions	<input type="checkbox"/>	
Explore Your Environment	<input type="checkbox"/>	