

SEAS ATTAIN LOGIN

- Initial Access
- Single Sign-on (SSO)

USER PROFILE

- Default Dashboard
- Default Program

MESSAGE CENTER

- +Messages
- Viewing/Reading Messages
- Meeting Invitations

LAUNCHPAD

- Student Search
 - Print Central
 - +Student
 - Filters
 - Program Status
- My Caseload Timeline
- My Caseload List
- My Watched Students Timeline
- My Watched Students List
- Print Central

STUDENT CENTRAL

- Demographic
- Contacts
- Enrollments
- Staff Assignments
- Notes
- Additional Documents
- Program Summaries
- Extra Student Field Instances

ENTERING PROGRESS

- Access, Documenting & Locking Progress Reporting
- Adding Missing Progress Reports
- Progress Monitoring

PROGRAM CENTRAL

- +Packet
- Program Status
- To Do
- In Progress
- Current Plan
- Locked
- Notes

ADDING A PROGRAM

- Adding a program to a student
- Starter Packets
 - Pre-K Transition
 - Referral
 - Transfer Packet
 - Transfer Student from SEAS
 - Classic/Achieve

KNOW YOUR WAY AROUND

- Know Which Packets to Use and When
- Understanding the Notice of Conference
- Notice of Action
- Next Steps
- Narratives & Merge Fields
- Tables
- Links
- Fonts
- Images

- Accommodation Wizard
- Services Wizard
- LRE Wizard
- Electronic Signatures
- Print and Share
- Goal Wizard
- Custom Goals & Macro
- Electronic Signatures
- Printing
- Amendment
- Goal Bank Management

REPORTS

- Generating and Manipulating Reports

QUESTIONS & ANSWERS

NOTE: Attain is compatible with Chrome, Firefox, and Safari. We do not recommend using Internet Explorer or Edge.