## **Expire a PM Schedule**

The equivalent of filing a Progress Monitoring schedule is to Expire a schedule. You will be able to access the student's historical schedules by selecting the measure and year from the Individual Monitoring Screen.

🐣 Students		🖀 Groups		
Individual Monitoring • Class 1F HH				
Measure	ORF Grade 1			<b>T</b>
Show Performance Details Table				
		C Vi	ew /	/ Refresh

To expire a schedule, choose to Adjust an existing Progress Monitoring schedule. Then, select End Goal (top right) from the Goal screen. A popup will appear and you will want to select Expire. This will make the measure available again for a new schedule. You can retrieve the original schedule data by selecting the student and going to their Individual Monitoring report. Use the filter to find the report.

