

- Export Case Load
- Edit exported data in spreadsheet (.xlsx)
- Save spreadsheet (.xlsx) to computer/server location
- Import spreadsheet (.xlsx)

	nd Claims -> Student -> Caseloa	d Definition	
Approvals and Claims IEP			
Student + Approvals			
Personnel + Claims			
-2019: All 2 Program Definition			
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to I-Star. Please fee			
CaseLoad Demonstrom			
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User Case Load E Click the Caseloa	efinition Search filters to view de d icon in the results grid School Year: 2019-020 • District: School: Class Name: • Teacher Name: Robinson, Traint 23avla •	sired Case Load Case Load Definition	

Export Case Lo	ad		
Click Export located belo Clase Load Definition Edit the case load or add new using the Add or A School Year: 2019-2020 • Class: ED School: Harrisburg Middle School - 20-083-0030 Teacher Name: Robinson, Train173ayla Location:	w the Case Load Def	inition Information	
Caseload ED (3).xlsx Note: This e	The download location will va kample was populated using (ary based on the browser used. Google Chrome.	

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Click	Enable Editing							
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Start	End	Direct	Consult	Case Mgr?	Note	Note2
08/13/2019		60	0	False		
08/13/2019		0	0	True	#1	#2
08/13/2019		0	0	False		
08/13/2019		0	0	False		
08/13/2019		0	0	True		
08/13/2019		0	0	False		
08/13/2019		0	0	False		
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08/13/2019		0	0	False		
08/13/2019		0	0	False		
08/13/2019		0	0	False		

After...

Start	End	Direct	Consult	Case Mgr?	Note	Note2
08/13/2019	10/28/2019	60	25	False	Test Note 1	Test Note 2
08/13/2019		1500	30	True	Test Note 2	Test Note 3
08/13/2019		1200	20	False	Test Note 3	Test Note 4
08/13/2019		100	20	False	Test Note 13	Test Note 14
08/13/2019		100	35	True	Test Note 5	Test Note 6
08/13/2019		1200	20	False	Test Note 3	Test Note 4
08/13/2019		100	20	False	Test Note 13	Test Note 14
08/13/2019	10/28/2019	60	25	False	Test Note 1	Test Note 2
08/13/2019		1200	0	False	Test Note 15	Test Note 16
08/13/2019		1500	35	False	Test Note 10	Test Note 11
08/13/2019		1200	0	True	Test Note 11	Test Note 12
08/13/2019		500	0	False	Test Note 12	Test Note 13
08/13/2019		500	20	False	Test Note 4	Test Note 5
08/13/2019		1500	0	True	Test Note 14	Test Note 15
08/13/2019		100	0	False	Test Note 9	Test Note 10
08/13/2019		1500	35	False	Test Note 10	Test Note 11
08/13/2019		1200	0	True	Test Note 11	Test Note 12
08/13/2019		450	0	True	Test Note 18	Test Note 19
08/13/2019		150	0	False	Test Note 19	Test Note 20

