


How to Set Up Your Student Plans Menu in Alpine


Log in to AlpineAchievement. If you get a 'My User Account' page (you will see this the first time you log in), you can reset your password, or simply choose 'Continue' at the bottom of the page.

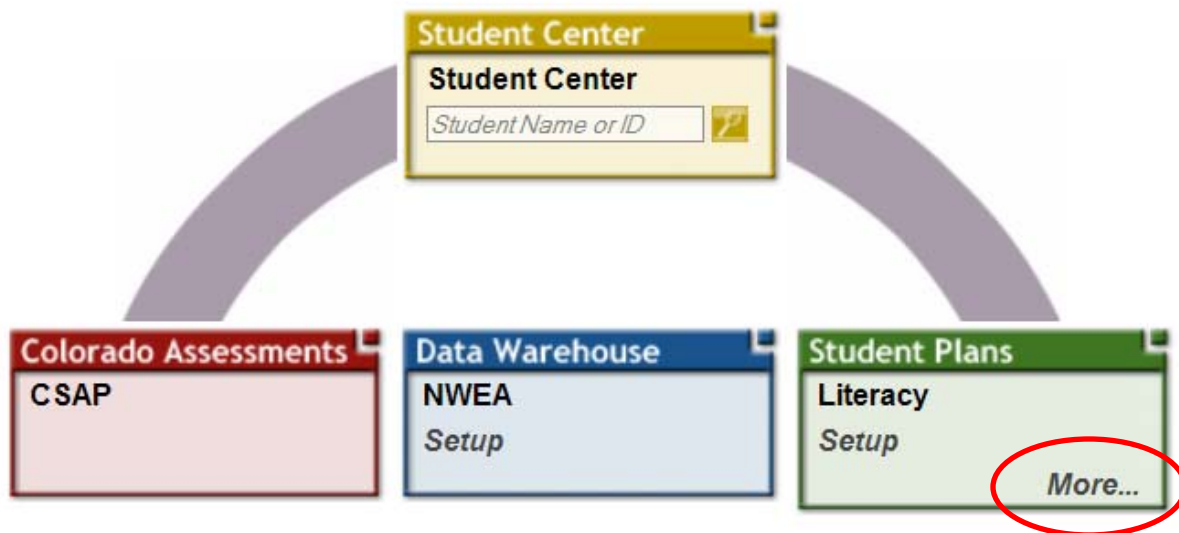
You will go to a page that looks like the one below – this is the page that you will be taken to when you log in after that first time.



 **Welcome to myAlpine!** Hover over the arrow icon on the left for help getting started!

Alpine Headlines

 You are currently operating in the 2010-2011 school year

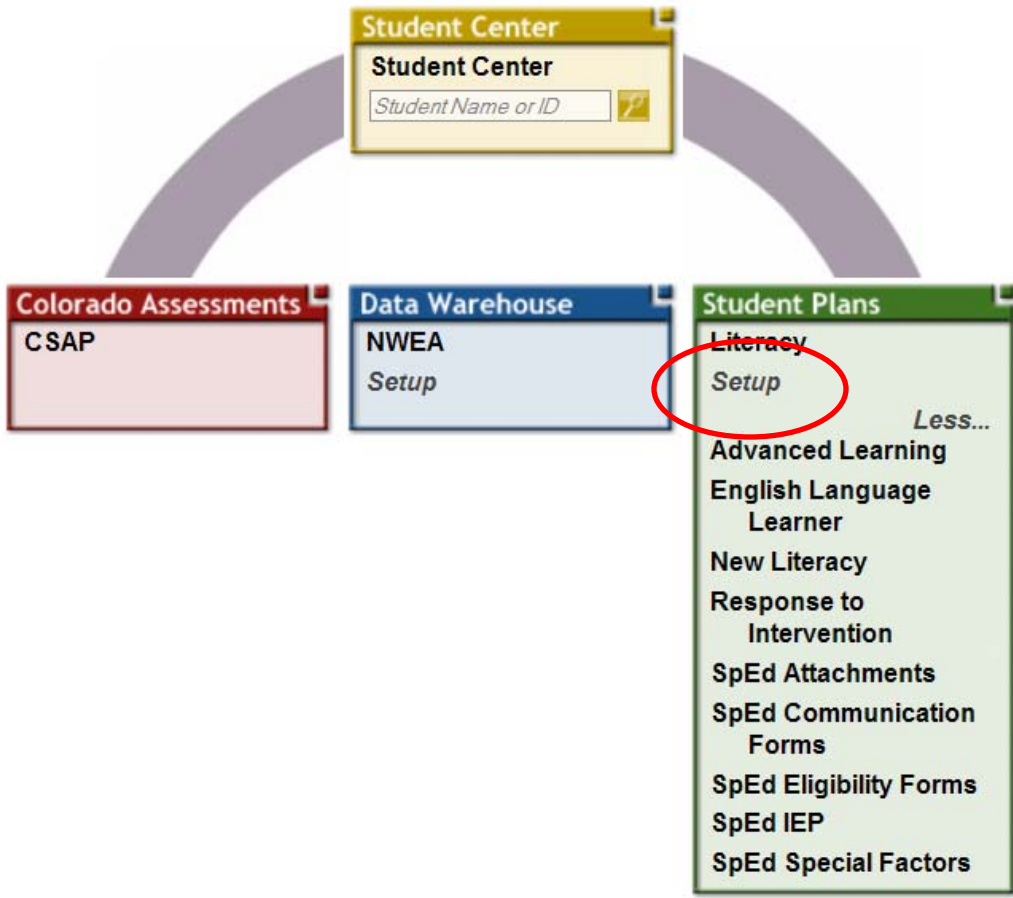


Click the 'More' link in Student Plans (see illustration on next page to see the box open).

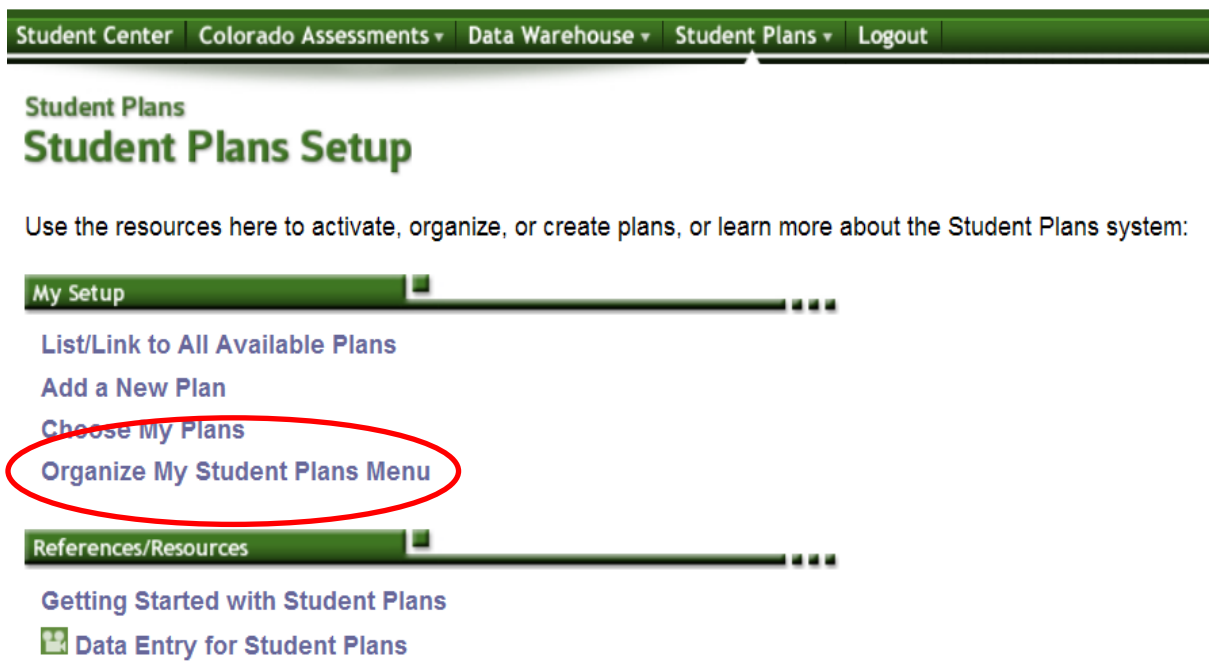
Your Student Plans box will open up to show additional Plans that you can access (see illustration on the next page).

You can choose to leave them in the 'More' link, or move them up so they appear in the top part of your Student Plans list, just like Literacy shows up.

After clicking the 'More' link...



To move selected plans from the 'More' part of the box to the top, click Setup (circled above). You'll be taken to the page shown below. Click on 'Organize My Student Plans Menu.'



Your screen will now show a box like the following. Simply click the blue 'up' arrows for the plans that you want to move up into the top of your Student Plans box.

Student Plans Organize Plans

[Return to Student Plans Setup](#)

Use the options below to organize your Plans in the **Student Plans** system on your myAlpine Home page:

Plan Name	Move
Stand-alone Plan	
Literacy	<input checked="" type="checkbox"/>
Plans appearing in your top menu (in the order you designate)	
(no Plans)	
Plans appearing in your More... section (in alphabetical order)	
Advanced Learning	↑
English Language Learner	↑
New Literacy	↑
Response to Intervention	↑
SpEd Attachments	↑
SpEd Communication Forms	↑
SpEd Eligibility Forms	↑
SpEd IEP	↑
SpEd Special Factors	↑

Each Plan will move to the 'Plans appearing in your top menu' section as you click it.



Student Plans Organize Plans

[Return to Student Plans Setup](#)

Use the options below to organize your Plans in the **Student Plans** system on your myAlpine Home page:

Plan Name	Move
Stand-alone Plan	
Literacy	<input checked="" type="checkbox"/>
Plans appearing in your top menu (in the order you designate)	
SpEd IEP	↓
Plans appearing in your More... section (in alphabetical order)	
Advanced Learning	↑
English Language Learner	↑
New Literacy	↑
Response to Intervention	↑
SpEd Attachments	↑
SpEd Communication Forms	↑
SpEd Eligibility Forms	↑
SpEd Special Factors	↑

I clicked the SpEd IEP and now it shows in the 'Plans appearing in your top menu' section.

In the screenshot below, I have clicked the up arrows for all of the SpEd plans. You may choose to select only those plans that you will be using regularly. The others will remain accessible by clicking the 'More' text link in the Student Plans box.

Student Plans Organize Plans

[Return to Student Plans Setup](#)

Use the options below to organize your Plans in the **Student Plans** system on your myAlpine Home page:

Plan Name	Move
Stand-alone Plan	
Literacy	✓
Plans appearing in your top menu (in the order you designate)	
SpEd IEP	↓
SpEd Eligibility Forms	↕
SpEd Communication Forms	↕
SpEd Special Factors	↕
SpEd Attachments	↕
Plans appearing in your More... section (in alphabetical order)	
Advanced Learning	↑
English Language Learner	↑
New Literacy	↑
Response to Intervention	↑

After clicking all the SpEd plans, you can see how my home page looks. These selected plans show up in my top menu automatically. That's all you have to do.

Alpine Headlines

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The screenshot shows the myAlpine Home page with three main menu items: Colorado Assessments (CSAP), Data Warehouse (NWEA Setup), and Student Plans. The Student Plans menu is expanded, showing a list of plans: Literacy, SpEd IEP, SpEd Eligibility Forms, SpEd Communication Forms, SpEd Special Factors, SpEd Attachments, and a More... link. A red box highlights the SpEd plans in the menu.