

Additional RIMP Tasks

Closing RIMPs

To close a RIMP on the **RIMPs** screen

- 1 Select the checkbox for the student whose RIMP you want to close, then click **Close RIMP**.



Student	Grade	Prior Year	Program Code	Target Area	Start Date
<input checked="" type="checkbox"/> Alvarado, Gram	3	✓	151500 - Summer Reading Pro...	Comprehension	12/13/2018

- 2 Enter an **End Date** and select the **I am sure I want to close this RIMP** checkbox. Then, click **Save**.

To close a RIMP on the **Edit Student RIMPs** screen

- 1 On the **General** tab, in the **Status** drop-down list, select **Closed**.



- 2 Enter an **End Date** and select the **I am sure I want to close this RIMP** checkbox. Then, click **Save**.

Note: When you close a RIMP, this action cannot be reversed.

Deleting RIMPs

You can delete an open RIMP for a student using one of two methods.

- On the **Edit Student RIMP** screen, click . Click **Delete**, and then confirm you want to delete the RIMP.
- On the **Student Roadmap** screen, in the **RIMPs** area, click the drop-down arrow. Select **Delete**, and then confirm you want to delete the RIMP.

Note: When you delete a RIMP, this action cannot be reversed.

Printing RIMPs

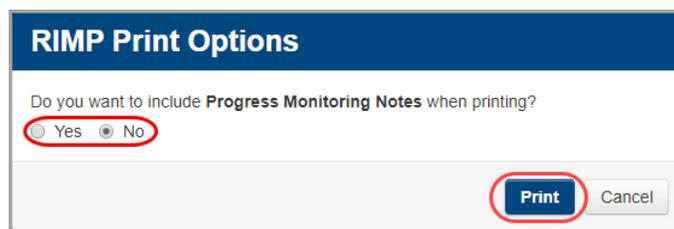
- 1 To print a RIMP on the **Edit Student RIMP** screen

- Click , and then click **Print**.

Or, on the **Student Roadmap** screen

- In the **RIMPs** area, click the drop-down arrow and select **Print**.

- 2 When the **RIMP Print Options** window opens, select if you want to include the **Progress Monitoring Notes** when printing, and then click **Print**.



- 3 When the print preview opens, click **Print**.