

# Goals

You can create, edit, and share goal sets to be used on the Goals report. The Goals report allows you to compare child outcomes data to specific year-end goals for your program.

## Adding or Editing a Goal Set

1

Select **GOALS** from the Administration sub-navigation.

2

Select **ADD GOAL SET** in the left-hand navigation.

The screenshot shows the MyTeachingStrategies interface. At the top, there's a header with the logo and user information 'Preschool/Pre-K (Green & Blue) MM'. Below the header is a navigation bar with options: Programs, Sites, Users, Classes, Children, **Goals**, License Settings, and Messages. A secondary navigation bar contains icons for Teach, Assess, Develop, Report, and Family. On the left side, there's a sub-navigation menu with a green plus icon and the text 'Add Goal Set'. The main content area is titled 'Goals' and contains a table with the following data:

Goal Set Name	Class / Grade Level	Date Saved	Status	Shared?	Creator	Actions
1 to 2 years (Orange)	1 to 2 years (Orange)	7/14/2017	Inactive	Shared	MyT5OrgAdmin1 MyT5OrgAdmin1	Share Reactivate
1st Grade (Pink)	1st Grade (Pink)	7/14/2017	Active	Shared	MyT5ProgAdmin1 Test	

1

Select an **AGE** or **CLASS/GRADE**.

2

Assign the specific **OBJECTIVES/DIMENSIONS** you wish to be a part of the goals set.

MyTeachingStrategies™

Teach Assess Develop Report Family

Preschool/Pre-K (Green & Blue) MM

Programs Sites Users Classes Children Goals License Settings Messages

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**Age or Class / Grade**

Pre-K 4 class/grade (Blue)

Objectives / Dimensions  
None

Goal Set Name  
None

Next

**Assign Objectives / Dimensions**

Social-Emotional > Physical > Language > Spanish Language > Cognitive > Literacy > Spanish Literacy > Mathematics >

**Physical** ⓘ

**Objective 4 : Demonstrates traveling skills** ⓘ

4. Demonstrates traveling skills

**Objective 5 : Demonstrates balancing skills** ⓘ

5. Demonstrates balancing skills

**Objective 6 : Demonstrates gross-motor manipulative skills** ⓘ

6. Demonstrates gross motor manipulative skills

**Objective 7 : Demonstrates fine-motor strength and coordination** ⓘ

7a. Uses fingers and hands

7b. Uses writing and drawing tools

**Goal Set Name**

?

3

Type in a name for the goals set under **GOAL SET NAME**.

4

Select **NEXT**.



You will now find your new goal set listed on the Goals main page.

To edit this goal set, select the name of the goal set to adjust objectives/ dimensions or selected levels.

The screenshot shows the 'Goals' page in the MyTeachingStrategies interface. The page header includes the logo and navigation tabs: Programs, Sites, Users, Classes, Children, Goals, License Settings, and Messages. The 'Goals' tab is active. A sidebar on the left has a '+ Add Goal Set' button. The main content area displays a table of goal sets:

Goal Set Name	Class / Grade Level	Date Saved	Status	Shared?	Creator	Actions
<a href="#">1 to 2 years (Orange)</a>	1 to 2 years (Orange)	7/14/2017	Inactive	Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	<a href="#">Share</a> <a href="#">Reactivate</a>
<a href="#">1st Grade (Pink)</a>	1st Grade (Pink)	7/14/2017	Active	Shared	MyTSProgAdmin1 Test	
<a href="#">Pre-K (Blue)</a>	Pre-K 4 class/grade (Blue)	8/14/2017	Active	Not Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	<a href="#">Share</a> <a href="#">Deactivate</a>

A blue callout box points to the '1 to 2 years (Orange)' goal set name in the table. A circular help icon with a question mark is located in the bottom left corner of the page.

## Sharing a Goal Set

You can share goal sets so that other administrators in the license can use the same goal sets when generating the Goals report.

- 1 Select **GOALS** from the Administration sub-navigation.
- 2 Select **SHARE** to the right of a listed goal set.

The screenshot shows the MyTeachingStrategies™ interface. At the top, there are navigation icons for Teach, Assess, Develop, Report, and Family. Below these are sub-navigation tabs: Programs, Sites, Users, Classes, Children, **Goals**, License Settings, and Messages. The main content area is titled 'Goals' and contains a table with the following data:

Goal Set Name	Class / Grade Level	Date Saved	Status	Shared?	Creator	Actions
<a href="#">1 to 2 years (Orange)</a>	1 to 2 years (Orange)	7/14/2017	Inactive	Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	<a href="#">Share</a> <a href="#">Reactivate</a>
<a href="#">1st Grade (Pink)</a>	1st Grade (Pink)	7/14/2017	Active	Shared	MyTSProgAdmin1 Test	
<a href="#">Pre-K (Blue)</a>	Pre-K 4 class/grade (Blue)	8/14/2017	Active	Not Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	<a href="#">Share</a> <a href="#">Deactivate</a>

Annotations in the image include: a blue circle with '1' pointing to the 'Goals' tab; a blue circle with '2' pointing to the 'Share' button in the first row of the table; and a blue circle with a question mark '?' in the bottom left corner of the interface.

The goal set will be shared with all other administrators in your license, and will be visible on the Goals main page and accessible when generating a Goals report.

## Deactivating a Goal Set

You can deactivate a goal set that you have created so that the goal set is no longer accessible in the Goals report.

- 1 Select **GOALS** from the Administration sub-navigation.
- 2 Select **DEACTIVATE** to the right of a listed goal set.

The screenshot shows the MyTeachingStrategies interface. At the top, there is a navigation bar with icons for Teach, Assess, Develop, Report, and Family. Below this is a sub-navigation bar with options: Programs, Sites, Users, Classes, Children, **Goals**, License Settings, and Messages. The 'Goals' section is active, showing a table of goal sets. The table has columns: Goal Set Name, Class / Grade Level, Date Saved, Status, Shared?, Creator, and Actions. Three goal sets are listed: '1 to 2 years (Orange)', '1st Grade (Pink)', and 'Pre-K (Blue)'. The 'Pre-K (Blue)' goal set is highlighted, and its 'Actions' column contains 'Share' and 'Deactivate' buttons. Callout box 1 points to the 'Goals' menu item, and callout box 2 points to the 'Deactivate' button.

Goal Set Name	Class / Grade Level	Date Saved	Status	Shared?	Creator	Actions
1 to 2 years (Orange)	1 to 2 years (Orange)	7/14/2017	Inactive	Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	Share Reactivate
1st Grade (Pink)	1st Grade (Pink)	7/14/2017	Active	Shared	MyTSProgAdmin1 Test	
Pre-K (Blue)	Pre-K 4 class/grade (Blue)	8/14/2017	Active	Not Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	Share Deactivate

That goal set will be deactivated, and will no longer be accessible in the Goals report. If the goal set had been shared, the goal set will also no longer be accessible in the Goals report for the other administrators in the license.

## Reactivating a Goal Set

1 Select **GOALS** from the Administration sub-navigation.

2 Select **REACTIVATE** to the right of a listed goal set.

The screenshot shows the MyTeachingStrategies interface. The top navigation bar includes 'Teach', 'Assess', 'Develop', 'Report', and 'Family'. The sub-navigation bar includes 'Programs', 'Sites', 'Users', 'Classes', 'Children', 'Goals', 'License Settings', and 'Messages'. The 'Goals' section is active, displaying a table with the following data:

Goal Set Name	Class / Grade Level	Date Saved	Status	Shared?	Creator	Actions
1 to 2 years (Orange)	1 to 2 years (Orange)	7/14/2017	Inactive	Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	Share Reactivate
1st Grade (Pink)	1st Grade (Pink)	7/14/2017	Active	Shared	MyTSProgAdmin1 Test	
Pre-K (Blue)	Pre-K 4 class/grade (Blue)	8/14/2017	Active	Not Shared	MyTSOrgAdmin1 MyTSOrgAdmin1	Share Deactivate

The 'Reactivate' button for the '1 to 2 years (Orange)' goal set is highlighted with a blue circle and a line pointing to the instruction '2'. A blue circle with a question mark is located in the bottom left corner of the interface.

The goal set will once again be accessible in the Goals report. If the goal set had been shared, the goal set will return to being accessible in the Goals report for the other administrators in the license.