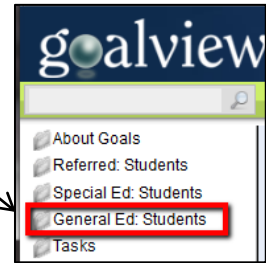
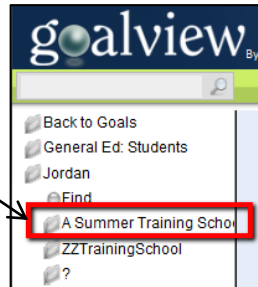


## HOW TO: VIEW STUDENT DOCUMENTS FROM THE GENERAL ED: STUDENTS FOLDER

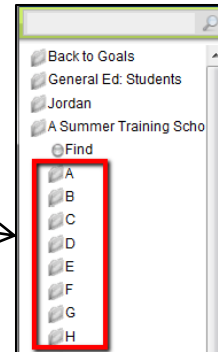
1. After you log-in to GoalView, select the “General Ed: Students” folder.



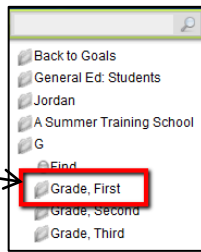
2. Select your school.



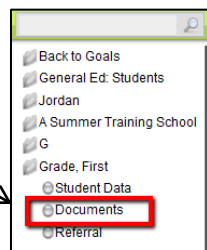
3. Select the folder that corresponds to the Student’s last name.



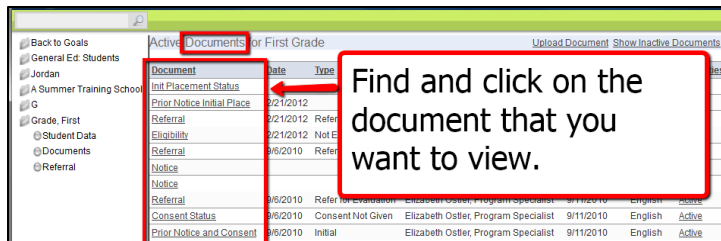
4. Click on the Student’s name.



5. Select “Documents”.



6. In the Documents column, locate and click the document that you want to view.



7. When the PDF is generated, you can save and/or print the document.

