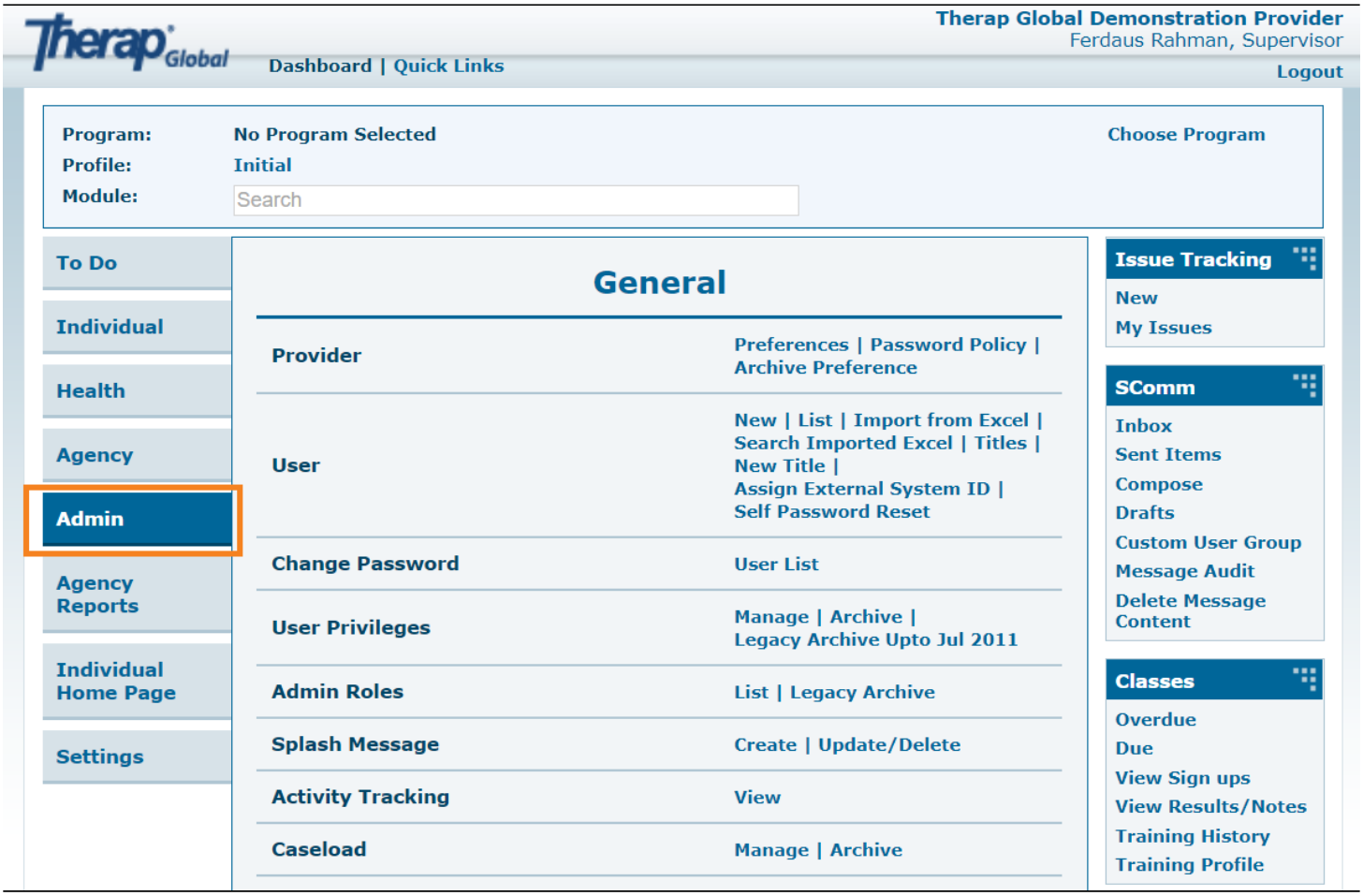
Create ISP Program Scoring Method

ISP Program Scoring Methods help to track and capture progress towards those goals and outcomes as identified in the ISP Module. Some scoring methods are already available within the ISP program module. Users can also create scoring methods based on their organization's need to track and document the progress of the individuals

Users with the **Scoring Method** Administrative role are able to create additional ISP Program Scoring Methods.

1. Scroll down the **Admin** tab and click on the **New** link beside **ISP Program Scoring Method.**



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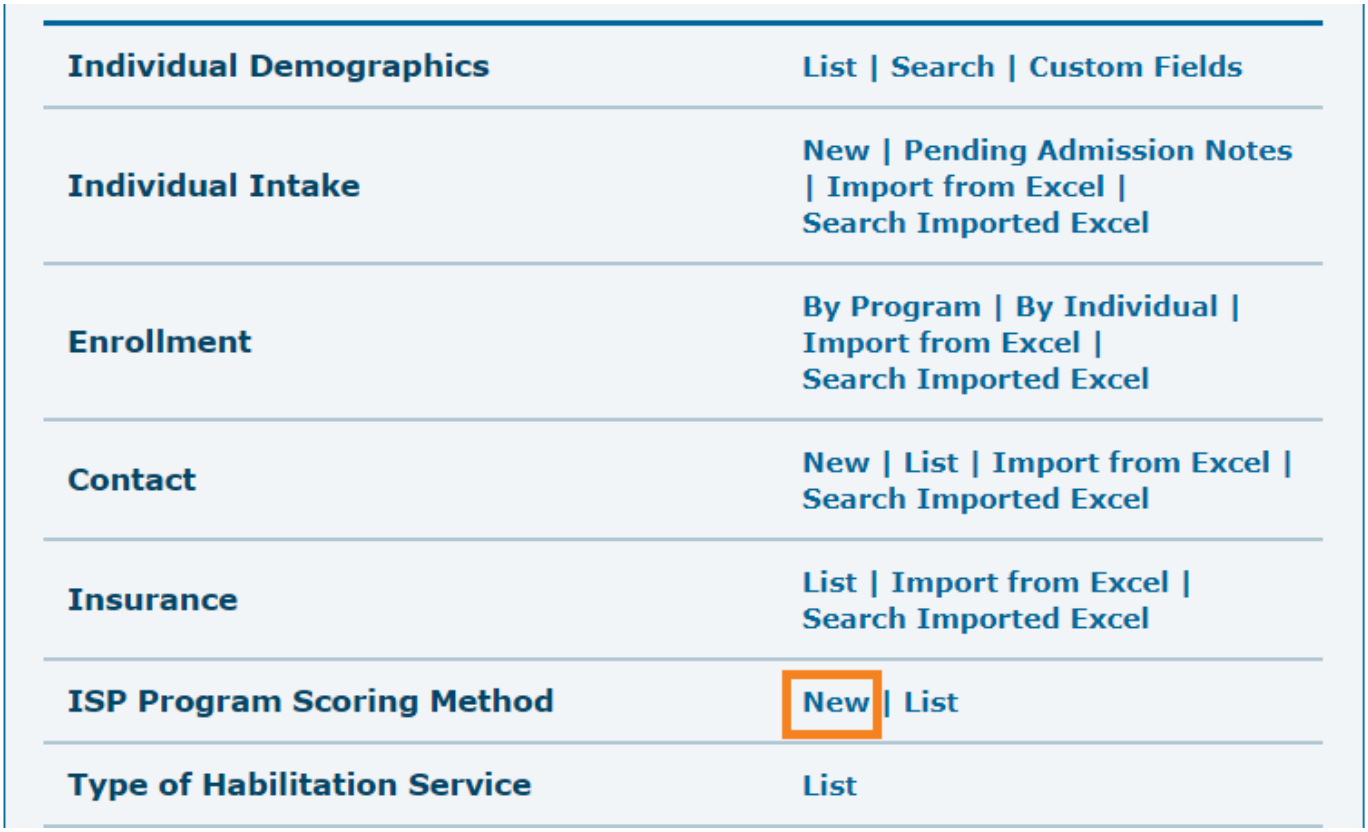
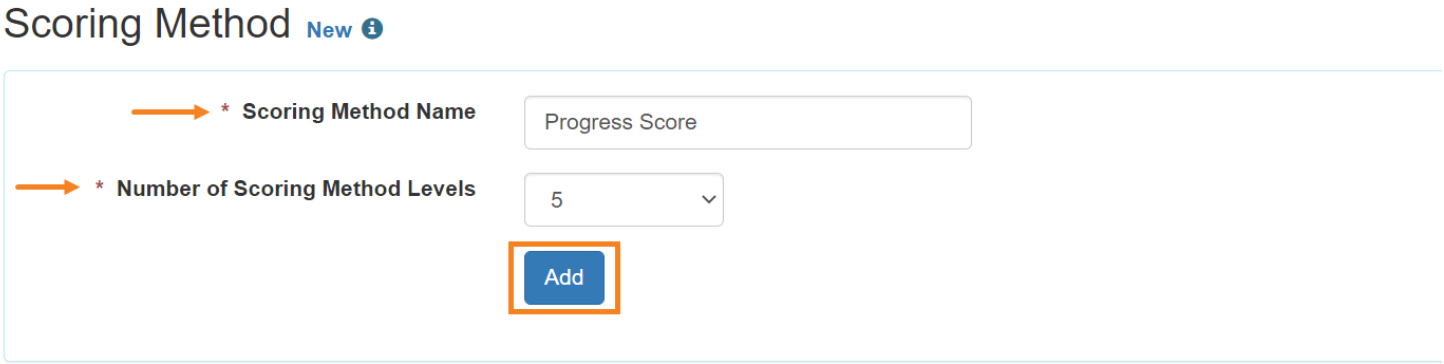


2. Enter the **Scoring Method Name** and select **Number of Scoring Method Levels** from the drop down menu. Click on the **Add** button to add the scoring options.



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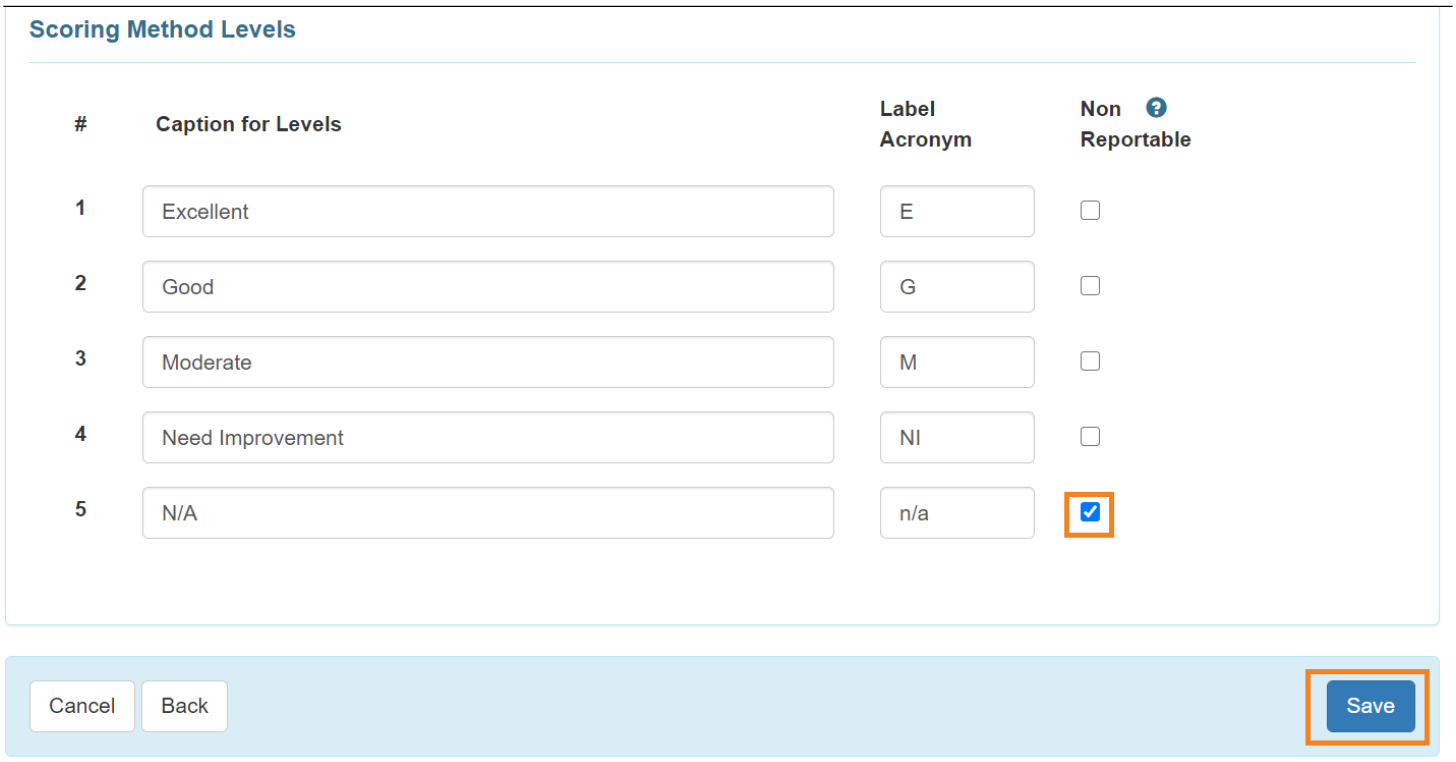
3. Enter the scoring options and include a **Label Acronym** for each of them. The Label Acronyms will appear in ISP data reports.

If you select **Non Reportable** for a scoring option, those scores will not be reflected in the percentages that are calculated in the ISP Data Programmatic Report. Non Reportable scores will still be visible in ISP Reports.

Click on the **Save** button when done.



4. The system will show a message that after saving the form it cannot be changed. Click on the **Yes** button to continue.

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Saving this form will not allow any further changes, are you sure you want to save this form?

No Yes

5. A success message will be displayed and the scoring method(s) created will now be available as a selection, along with the other scoring methods in your account for your ISP programs.

Scoring Method Successfully Saved!

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