**EdPlan: Changing Length of School Week “HOW TO”**

1. Log into EdPlan

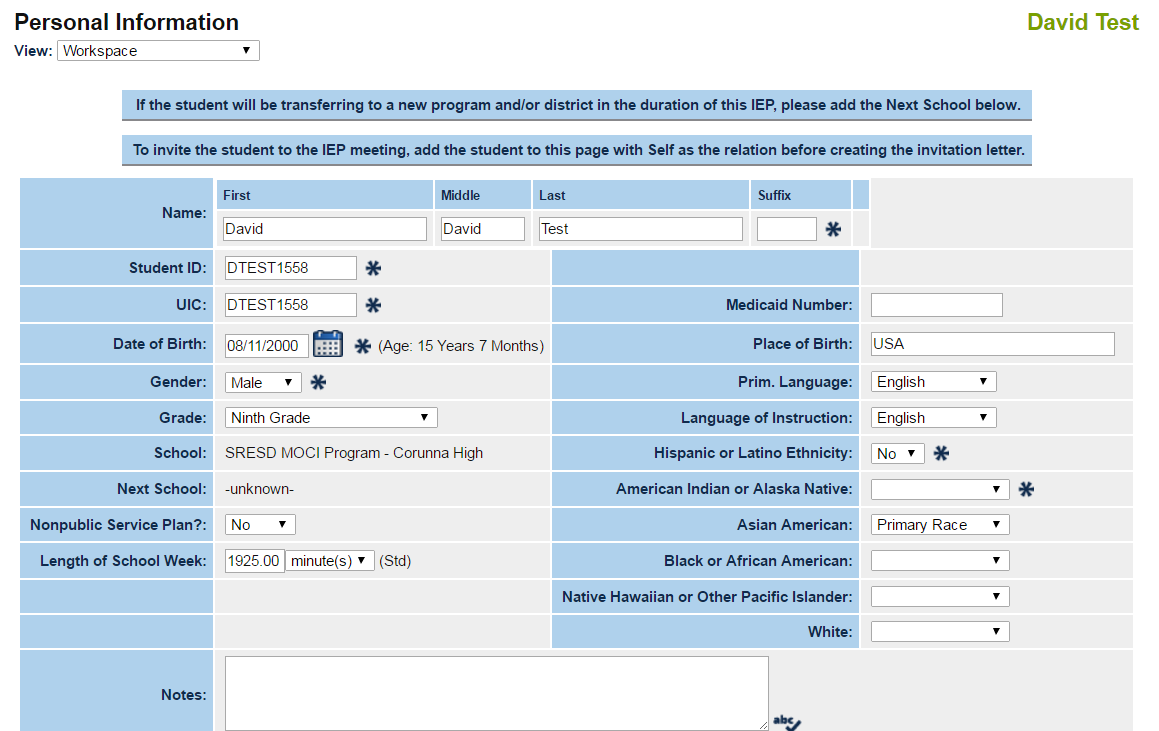
2. Select Student

3. Select *Student Info* Tab



**Student Info**

4. Case managers have the ability to alter information on the Personal Information page.



**Length of School Week**



5. Update the Database.

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