## **Creating and editing Comprehensive Plan Goals 1-3**

1. Click on the "Comprehensive Goal #1 (or 2-3) and Updates" link and click "Check Out".



- 2. Click on "complete this form".
  - ▼ Form: Comprehensive Program Plan and Updates 17-SP20 Goal #1

Please complete this form as part of this requirement.

3. Enter your data and narrative, then click "Save and Return" (Located at top and bottom right of the form).

SAVE AND RETURN