## At a Glance Timeline

**Transition Coalition Self-Study: IDEA & Secondary Transition**

<table>
<thead>
<tr>
<th>State:</th>
<th>Team Name:</th>
<th>Date Completed:</th>
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<tbody>
<tr>
<td><strong>Activity</strong></td>
<td><strong>Estimated Time for Completion</strong></td>
<td><strong>Meeting Time/Location</strong></td>
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| Facilitator Prep Week | 3 hours | Facilitator Orientation Tuesday, Sept. 14 10 am or 4 pm CT | **Facilitator tasks:**  
  - Participate in Facilitator Orientation  
  - See Prep Week section of the *Facilitator Guide* |
| **FACILITOR ONLY** | **Week of September 13** | | |
| Week 1: TEAM | 1 hour | | |
| **Week of September 20** | | **Tasks:**  
  - Finalize *At-a-Glance Timeline*  
  - Create account on www.transitioncoalition.org  
  - Complete online Self-Study Survey (Pre) |
| Week 2: ON YOUR OWN | 3-5 hours | | |
| **Week of September 27** | | **Tasks:**  
  - Complete online learning module *Best Practices in Planning for Transition*  
  - Complete *My 3 Questions*  
  - Facilitator: Office Hours – September 30th 1-3pm CT |
| Week 3: TEAM | 1½ - 2½ hours | | |
| **Week of October 4** | | **Tasks:**  
  - Discuss module and *My 3 Questions*  
  - Complete *My 3 Questions Summary*  
  - Watch *Vu’s IEP Review* online presentation  
  - Complete the NSTTAC Indicator 13 Checklist: Form B for Vu’s Noncompliant IEP  
  - Review Vu’s Compliant IEP |
| Week 4: ON YOUR OWN | 1-3 hours | | |
| **Week of October 11** | | **Tasks:**  
  - Complete the NSTTAC Indicator 13 Checklist for IEP #1  
  - Complete the Indicator 13 Reflection |
| Week 5: TEAM | 1 - 1½ hours | | |
| **Week of October 18** | | **Tasks:**  
  - Watch *Week 5 IEP Review Activity*  
  - Complete *IEP Review Activity* (Googlesheet) for IEPs #2 & #3  
  - Complete *Transition Planning Prioritization* |
| Facilitator Coaching | 1 hour | Facilitator Coaching October 25 | **Facilitator:** Participate in Facilitator Coaching |
| **FACILITOR ONLY** | **Week of October 25** | | |
| Week 6: TEAM | 1½ - 2½ hours | | |
| **Week of October 25** | | **Tasks:**  
  - Watch Week 6 online presentation  
  - Complete *SMART Goal-Setting*  
  - Complete *Team Action Plan* |
| Week 7-8: ON YOUR OWN | 1½ - 2½ hours | | |
| **Weeks November 1 & 8** | | **Facilitator:** Schedule *Team Action Plan* check-in call with TC staff (plan for 15 minutes)  
  - Implement action steps, monitor, and document completion of action steps.  
  - Additional team meeting(s) as needed |
| Week 9: TEAM | 1 hour | | |
| **Week of November 15** | | **Tasks:**  
  - Meet to discuss progress, barriers, and problem-solve to keep working through action plan.  
  - Facilitator: Office Hours – November 18th 1-3pm CT |
| Weeks 10-11: ON YOUR OWN | 2-10 hours | | |
| **Weeks Nov. 29-Dec 6** | | **Tasks:**  
  - Implement action steps, monitor and document completion of action steps.  
  - Additional team meeting(s) as needed |
| Week 12: TEAM | 1½ - 2½ hours | | |
| **Week of December 13** | | **Tasks:**  
  - Report on *Team Action Plan*  
  - Score *Goal Attainment Scale (GAS form)*  
  - Complete *Team Reflection & Next Steps* (online)  
  - Complete online Self-Study Survey (Post) |

*The facilitator will submit completed copies of these items to the Transition Coalition.*