



# ISSP Quick Sheets Printing the ISSP

## How do I print the ISSP?

Plans can only be printed from the Current Safe School Plan section of the School Details page after the plan is submitted and reviewed by the principal. There is no printed plan available in the Draft section, but all site employees can view draft information by clicking Safe School Plan Draft Planning View or Emergency View. Individual screens may be printed in the Draft or Current section.

To print the ISSP, go to the School Details page, click **Download** in the Current Safe School Plan section, and then print as you would any other document.

The screenshot shows the 'Safe School Plan' interface for school 'SSP\_K-12\_TEST'. The 'Current Safe School Plan' section is highlighted with an orange box. It contains a table with the following data:

Version	Submitted	Reviewed	Last Revision	Buttons
2017.14	9/5/2017	9/5/2017	9/5/2017	Emergency View, Planning View, Download

An orange arrow points to the 'Download' button in the 'Current Safe School Plan' section. Below this section is the 'Safe School Plan Draft' section, which is not highlighted. It contains a table with the following data:

Version	Status	Submitted	Reviewed	Last Revision	Buttons
2017.15	Draft	Not Submitted	Not Reviewed	9/22/2017	Emergency View, Planning View, Edit Plan