## How do I transfer a progress monitor case?

To transfer a Progress Monitor case.

- 1. Login as the teacher which owns the case.
- 2. Click the **Progress Monitor** (blue) tab.
- 3. Checkmark the case to transferred.
- 4. Click on the **Transfer Schedule** button.
- 5. Choose the receiving teacher from the dropdown.

Why is the Transfer Schedule button not appearing?

This button does not appear for RTI Users.

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