
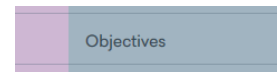
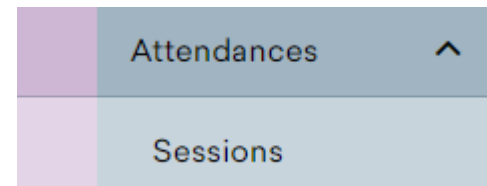


How to Attach an Objective to a Session

Session Objectives allow users to identify goals that they aim to achieve at a session. Objectives first need to be associated with the Session Group, as described in the **How to Allocate Qualifications, Outcomes or Objectives to a Session Group** guide.

To attach an objective to a session:

- Hover over **Work** and select **Session Groups**
- Select the relevant **Session Group**
- Click on **Sessions** from the **Attendances** Tab on the left-hand side
- Click on the relevant **Session date**
- Select **Objectives** from the sections on the left-hand side
- Click on the **Plus** icon 
- Select the **Objective** and click **Next**
- Complete the **Contribution** and **Note** fields





- Click **Add**