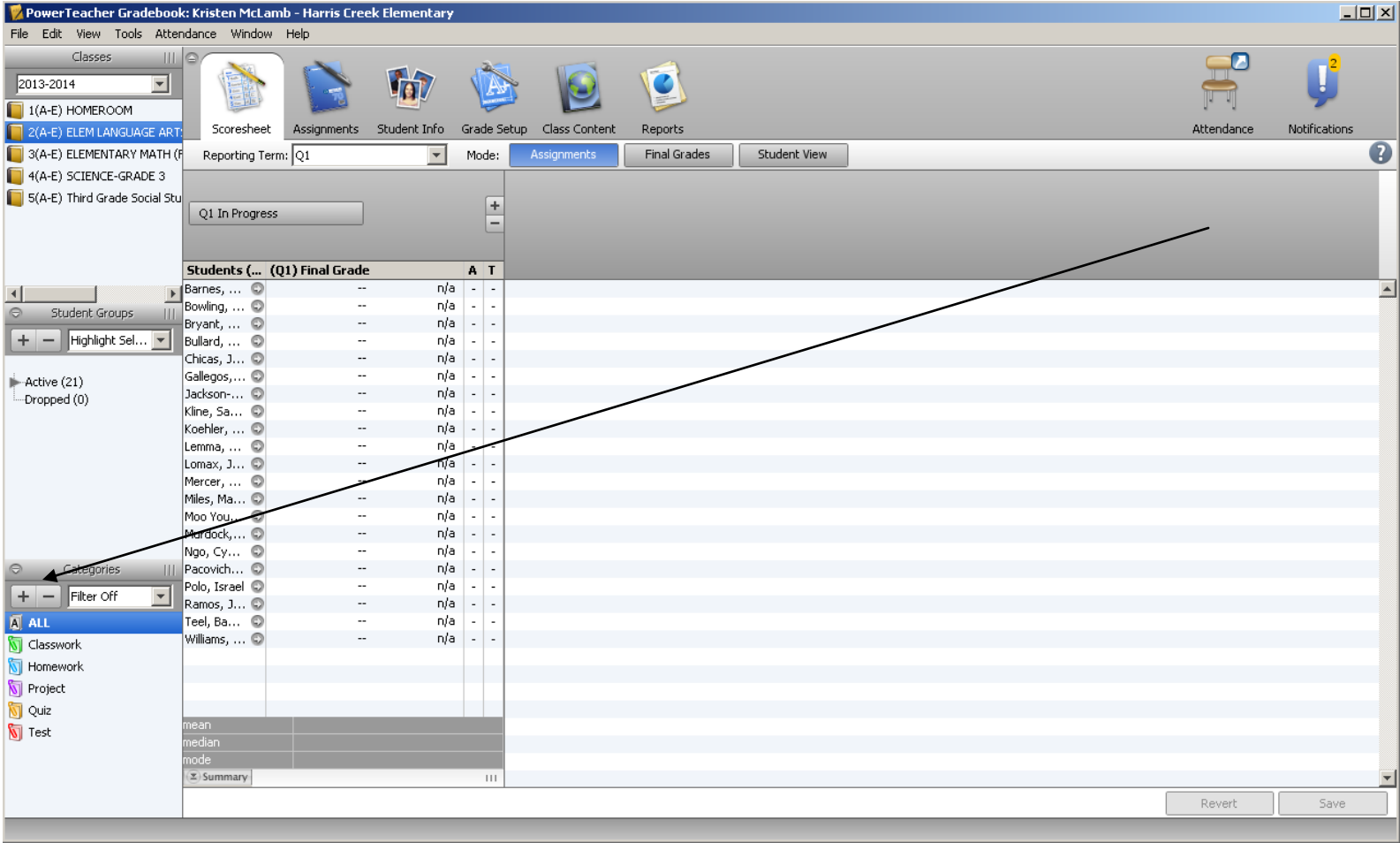
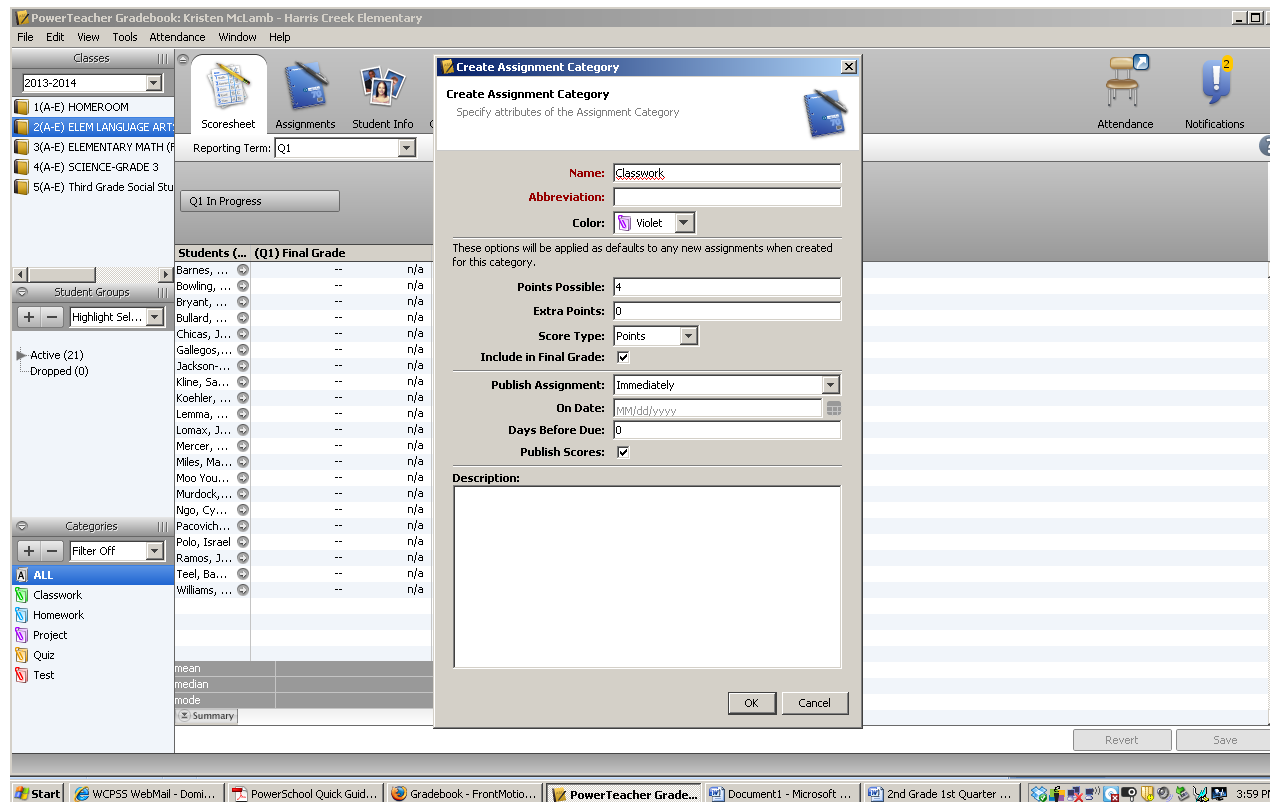


Adding Assignments Category

- Launch the gradebook from the PowerTeacher start menu
- On the bottom left of the screen you will see categories. Click on the + button





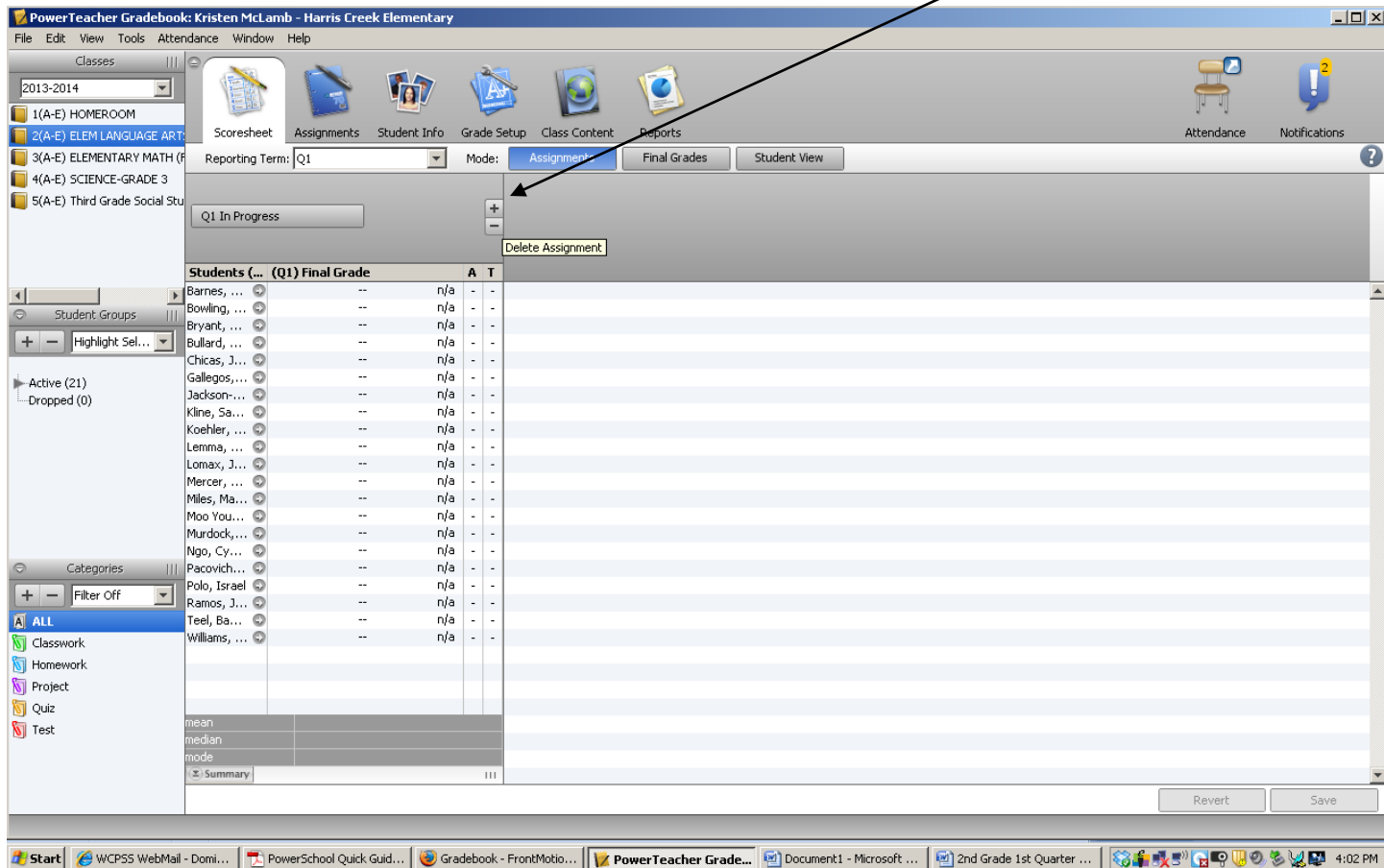
- Type in the category and you can change the color so it is easier to see in your gradebook
- Change the possible points from 10 to 4
- You can change the time that it will be seen on the parent portal from immediately to a certain date, days before, due date or never. This will play a role when the parent portal is launched next year
- Click ok to save

You also need to change the possible points for all assignment categories.

- Double click on each of the categories and change the possible points from 10 to 4
- Then click ok to save

Adding Assignments

- Launch the gradebook from the PowerTeacher on the start menu
- On the Scoresheet, click assignments mode
- To the left of the assignments heading, click the + sign to add a new assignment



- On the lower pane type in the name of the assignment and it will generate the abbreviation name
- Select the correct category from the dropdown menu
- Make sure the score type says points
- Change the possible points from 100 to 4

- The weight should be 1 point
- The due date doesn't really matter at this point but it will once the parent portal is open because this will determine when it goes live to the parents.
- You can choose to click to include in the final grade or not. The only reason I would have something not be included in the final grade is if you wanted to keep a record of homework on gradebook and it isn't included in the final grade.

The screenshot displays the PowerTeacher Gradebook interface for Kristen McLamb at Harris Creek Elementary. The main window shows a list of classes on the left, including 1(A-E) HOMEROOM, 2(A-E) ELEM LANGUAGE ART, 3(A-E) ELEMENTARY MATH, 4(A-E) SCIENCE-GRADE 3, and 5(A-E) Third Grade Social Studies. The 'New Assignment' dialog box is open, showing the following details:

- Name:** Cause and Effect graphic organizer
- Abbreviation:** Cause and Effect graphic
- Category:** Classwork
- Score Type:** Points
- Points Possible:** 4
- Extra Points:** 0
- Max:** 4
- Weight:** 1.00
- Date Due:** 08/22/2013
- Include in Final Grade:**
- Description:** (Empty text area with a '+ link' button)

The background window shows a table for 'Students (... (Q1) Final Grade' with columns for 'A' and 'T'. The table lists students like Jackson... and Kline, Sa... with their respective grades. The interface also includes a 'Reporting Term' dropdown set to 'Q1' and a 'Mode' dropdown set to 'Assignments'.

- Click on the grey standards tab to attach a standard. Each assignment must have at least 1 standard attached to it. You can attach multiple standards to one assignment.
- Find the correct standard and click the box beside it. Remember each of the core standards must be observed 3 times.
- Click save when you are finished.
- Then click save

PowerTeacher Gradebook: Kristen McLamb - Harris Creek Elementary

File Edit View Tools Attendance Window Help

Classes

2013-2014

1(A-E) HOMEROOM

2(A-E) ELEM LANGUAGE ART

3(A-E) ELEMENTARY MATH (F

4(A-E) SCIENCE-GRADE 3

5(A-E) Third Grade Social Stu

Scoresheet Assignments Student Info Grade Setup Class Content Reports

Reporting Term: Q1 Mode: Assignments Final Grades Student View

Q1 In Progress

Students (... (Q1) Final Grade A T

Students (... (Q1) Final Grade	A	T
Jackson...	--	n/a
Kline, Sa...	--	n/a
mean		
median		
mode		
Summary		

Student Groups

Highlight Sel...

Active (21)

Dropped (0)

Categories

Filter Off

ALL

Classwork

Homework

Project

Quiz

Test

New Assignment

Assignment Publish Standards

Use Assignment Score to Calculate Standards Scores

Select	ID	Standard Name
<input type="checkbox"/>	3.RL.01	Ask and answer questions to demonstrate understanding of a text
<input type="checkbox"/>	3.RL.02	Recount stories and determine the central message through key details
<input checked="" type="checkbox"/>	3.RL.03	Describe characters in a story
<input type="checkbox"/>	3.RL.04	Distinguish between literal from nonliteral language
<input type="checkbox"/>	3.RL.05	Understand terms such as chapter, scene, and stanza
<input type="checkbox"/>	3.RL.06	Distinguish their own point of view
<input type="checkbox"/>	3.RL.07	Explain how aspects of illustrations contribute to the words in a story

Revert Save

Revert Save

Start WCPSS WebMail - Domi... PowerSchool Quick Guid... Gradebook - FrontMoto... PowerTeacher Grade... Document1 - Microsoft ... 2nd Grade 1st Quarter ... 4:05 PM

Scoring Assignments

There are a couple different ways to enter in the scores for assignments.

- Click in the box beside each student's name under the assignment and type the score they received 1, 2, 3, or 4
- Click the down arrow on the keyboard to move down to the next student

- Right click on the box next to the student's name under the assignment
- Click fill scores
- Click on the box that says score and type in the score you want to give each of the students. This allows you to have the same score for each child and then just change one or two scores for students.

The screenshot shows the PowerTeacher Gradebook interface for Kristen McLamb at Harris Creek Elementary. The main window displays a list of students and their scores for the assignment 'perimeter'. A dialog box titled 'Fill Assignment Scores' is open, allowing the user to specify which score cells to fill. The dialog box has two tabs: 'Scores' and 'Comments'. The 'Scores' tab is active, and the 'Score' field is set to 3. The 'Replace All' option is selected. The background window shows a list of students with their scores and percentages.

Students (...)	(Q1) Final Grade	A	T		
Barnes, ...	4	31%	5/16	-	-
Bowling, ...	4	56%	9/16	-	-
Bryant, ...	4	75%	9/12	-	-
Bullard, ...	4	50%	8/16	-	-
Chicas, J...	4	50%	8/16	-	-
Gallegos, ...	4	56%	9/16	-	-
Jackson, ...	4	56%	9/16	-	-
Kline, Sa...	4	75%	9/12	-	-
Koehler, ...	4	67%	8/12	-	-
Lemma, ...	4	67%	8/12	-	-
Lomax, J...	4	75%	9/12	-	-
Mercer, ...	4	50%	6/12	-	-
Miles, Ma...	4	75%	6/8	-	-
Moo You...	4	83%	10/12	-	-
Murdock, ...	4	83%	10/12	-	-
Ngo, Cy...	4	67%	8/12	-	-
Pacovich, ...	4	58%	7/12	-	-
Polo, Israel	4	58%	7/12	-	-
Ramos, J...	4	67%	8/12	-	-
Teel, Ba...	4	50%	6/12	-	-
Williams, ...	4	58%	7/12	-	-

mean 4 62%
median 4 58%
mode
Summary
points earned: -/4

- By right clicking in the box next to the student's name under the assignment you can also mark the assignment late, exempt, collected or missing.

To add a comment with an assignment

- Right click the box beside the student's name under the assignment and click on show score inspector.
- Then you can type in your comment. This comment will show up on the student's progress report but not on the report card.

The screenshot shows the PowerTeacher Gradebook interface for Kristen McLamb at Harris Creek Elementary. The main window displays a list of students and their scores for the 'Q1 In Progress' assignment. An 'Assignment Score' dialog box is open for student Barnes, Curtis, showing the assignment 'perimeter' and a comment field containing 'He needs to work more on place value'.

Students ... (Q1) Final Grade	A	T
Barnes, ...	4	31%
Bowling, ...	4	56%
Bryant, ...	4	75%
Bullard, ...	4	50%
Chicas, J...	4	50%
Gallegos,...	4	56%
Jackson,...	4	56%
Kline, Sa...	4	75%
Koehler, ...	4	67%
Lemma, ...	4	67%
Lomax, J...	4	75%
Mercer, ...	4	50%
Miles, Ma...	4	75%
Moo You...	4	83%
Murdock,...	4	83%
Ngo, Cy...	4	67%
Pacovich...	4	58%
Polo, Israel	4	58%
Ramos, J...	4	67%
Teel, Ba...	4	50%
Williams, ...	4	58%