# PowerTeacher Pro –How To
End of Quarter/Elementary Report Card Basics

Teacher Comments: (still entered in <u>AM Attendance</u> class)

Select AM Attendance.

Make sure you are in correct term.

Seale Elem Attendance - 17-18

Create   Kathy

Q1
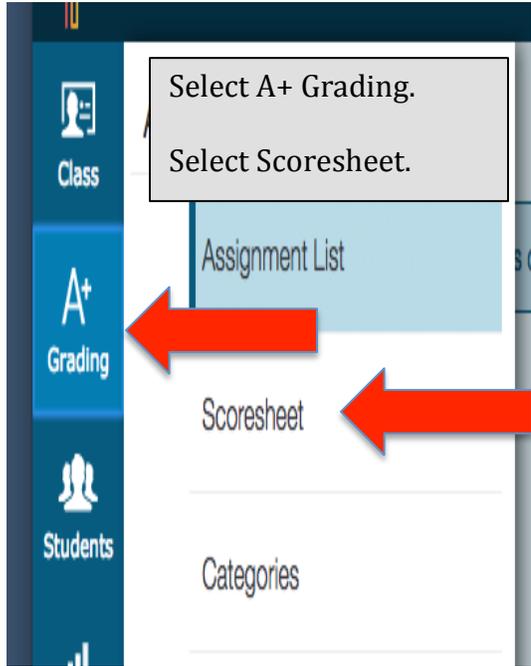
Select A+ Grading.

Select Scoresheet.

Click in "course grade" cell for student.

Class

Assignment List

A+
Grading

Scoresheet

Students

Categories

(15)   COURSE GRADE

rica Arthur   --

esley Baxter   --   --
--

nica House   --   --
--

slee Lester   --   --
--

eger Liechty   --   --
--

ee Murphy   --   --
--

aiman Nebeker   --   --
--

hlyn Pacheco   --   --
--

manuel Ruiz   --   --
--

Blue comment icon appears when comment is entered.

Course Grade - Grade

%

A   P   B   Codes

BE
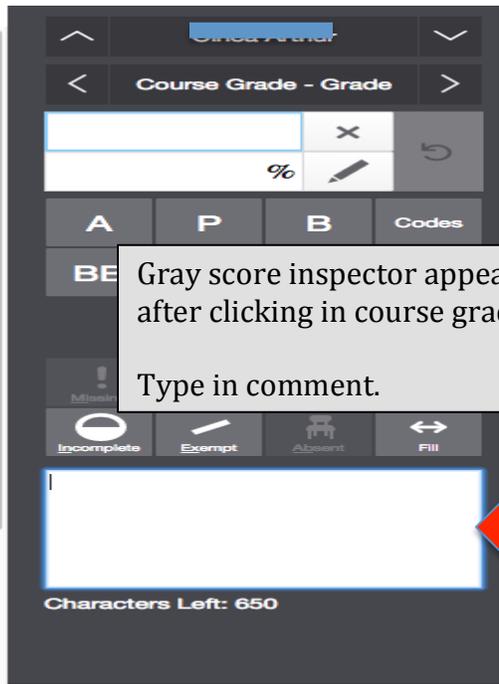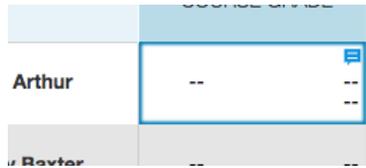
Gray score inspector appears on right after clicking in course grade cell.

Type in comment.

Missin

Incomplete   Exempt   Absent   Fill

Characters Left: 650

COURSE GRADE

Arthur   --   --
--

Baxter   --

Click green save button.

Save

Reading Level:

► Seale Reading 5 - 17-18
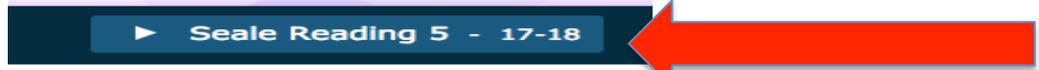
Select Reading Class

Make sure you are in correct term.

Q1

Show More

Select A+ Grading.

Select Standards.

Class

A+ Grading

Students

Progress

Reports

Settings

Apps

Assignments

Assignment List

Scoresheet

Categories

Grades

Standards

Traditional

Comment Verification

Category Totals

All Reporting Terms

...eading...

...ade: Q1   Calculation: Total Points

...ale Type: (A - BB)   Gra

...15)	Q1	G5LR	G5LR.RL
...Cirica			
...Wesley	--	--	
...a			
...tinslee			
...Jaeger			
...Bree			
...r, Draiman			
...o, Ashlyn			
...nmanuel	--	--	
...l, Owen	--	--	
...Shane	--	--	
...James	--	--	
...Marlee	--	--	
...Caiolinn	--	--	
...Jack	--	--	

Click in the reading level cell for a student.

Page 1 of 3   << < 1 2

...rofessional Judgment Indicator

Gray score inspector appears on right after clicking in standards grade cell.

Type in reading level.

A   P   B   Codes

BB   Enter

Missing Collected Late Fill

Incomplete Exempt Absent Fill

Characters Left: 650

Blue comment icon appears when comment is entered.

...ur

...ter

Click green save button.

Save

Standards Grades Entry (not using assignments)

Select your class. > Make sure you are in correct term.

Select A+ Grading > Select Standards.

Grades: Standards - Q1 ⌄
Seale Reading 5

Hover your mouse over the standard identifier number to see a description of the standard.

| G5LR.RGW.1 Solving Words |
| Grade Scale Type: (A - BB) |

S7	Q1		G5LR		G5LR.RL	G5LR.RGW.1	G5LR.RGW.2	G5LR.RGW.3	G5LR.RGW.4
	--	--							
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in	--	--							
15.	--	--							

Click in the cell of the standard to enter a grade.

Page 1 of 3 << < 1 2 3 > >> Columns/Page 6

Legend

Ico

Gray score inspector appears on right after clicking in standards grade cell.

Use keyboard and/or score inspector to enter grades.

		×	⟳	
A	P	B	Codes	
BB				
			Enter	
Missing	Collected	Late	↕ Fill	
Incomplete	Exempt	Absent	↔ Fill	

Use fill buttons to save time. Enter grade then click fill.

Remember to click the green save button. There is not an auto save.

Save