Instructions for Entering Grades for Dropped Students

Step 1: Sign into PowerSchool and launch the PowerTeacher Pro Platform

PowerSchool										
Teacher Sign In			P1(A)	AM Attendance PowerTeacher Pro		₩		×	6	8
Select Language	English	•	P2(A)	5TH GRADE		₩		×	E	8
Username	1		12(A)	PowerTeacher Pro	– °) T	 L L			
Password			i.							
		Sign In								

Step 2: Once in the PowerTeacher Pro platform, click on students on the left menu

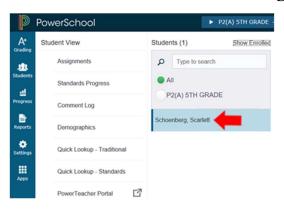
D	PowerSchool	► P2(A) 5TH GRADE					
A+ Grading	Student View	Students (4) Show Dropped					
b	Assignments	Type to search					
Students	Standards Progress	All					
Progress	Comment Log	P2(A) 5TH GRADE					
Reports	Demographics						
Settings	Quick Lookup - Traditional	Sisemore, Leah					
	Quick Lookup - Standards	Sisounthone, Teitum					
Apps	PowerTeacher Portal	St John, Lexi					

Step 3: Select the All button and click on the "show dropped" option

Note* This will display your inactive students in your class

D	PowerSchool	► P2	2(A) 5TH GRADE -		PowerSchoo		► P	2(A) 5TH GRADE
A+ Grading	Student View	Students (4)	Show Dropped	A* _{Gradin}	Student View	s	Students (1)	Show Enrolled
<u>\$</u>	Assignments	Type to search		业			D Type to search	
Students	Standards Progress	All	-	Studen	s Standards Pro	ogress	All	_
Progress	Comment Log	P2(A) 5TH GRADE		Progres	Comment Log	(P2(A) 5TH GRADE	E.
Reports	Demographics	Short, Garret		Report	s Demographics		Schoenberg, Scarlett	
Settings	Quick Lookup - Traditional	Sisemore, Leah		Setting	S Quick Lookup	- Traditional	T	
Apps	Quick Lookup - Standards	Sisounthone, Teitum		Apps	Quick Lookup	- Standards	nactive stud	dent
	PowerTeacher Portal	St John, Lexi			PowerTeache	r Portal		

Step 4: Click on the inactive student that needs grades entered



Step 5: You will be directed to a screen with all gradeable standards - You will need to locate the correct trimester column to enter grades

D	PowerSchool		▶ P2(A) 5TH GRADE - 18-19						
A+ Grading	Schoenberg, Scarlett - Standa 5.LB Learning Behaviors - (Com Grade Scale Type: (+) standard		Trimes	Trimester columns					
tudents	STANDARDS	TI	ASSIGNMENTS	T2	Т3	¥1			
ul rogress	5.MA - Mathematics 5.MA.O.A.1 - Writes, interprets, and evaluates numerical expression 5.MA.OA.2 - Generates numerical patterns using two given rules	ns u	Comment Only Standard 0						
leports	5.MA.BT.1 - Reads, writes, compares, and rounds decimals to thou 5.MA.BT.2 - Multiplies multi-digit whole numbers using standard all 5.MA.BT.3 - Divides four digit by two digit whole numbers		0						
•	5.MA.BT.4 - Adds decimals using models and equations to hundre 5.MA.BT.5 - Subtracts decimals using models and equations to hun 5.MA.BT.6 - Multiplies decimals using models and equations to hun	ndre	0						
ettings	5.MA.BT.7 - Divides decimals using models and equations to hund 5.MA.FR.1 - Adds fractions (unlike denominators, mixed numbers) 5.MA.FR.2 - Subtracts fractions (unlike denominators, mixed numb		0						
Apps	5.MA.FR.3 - Multiplies fractions using models and equations 5.MA.FR.4 - Divides fractions using models and equations 5.MA.MD.1 - Converts like units within a given measurement syste	m 🔶	0						
	5.MA.MD.2 - Represents and interprets data 5.MA.MD.3 - Understands concepts of volume		0						
	5.MA.GO.1 - Graphs points on a coordinate plane to sol 5.MA.GO.2 - Classifies two dimensional figures based o 5.LA - Language Arts	olumn w	here						
	5.LA.RL.1.02 - Determine a theme of a story, drama, or	ou input	scores						

Step 6: Use the score inspector to enter grades once you select a box in a column

Schoenberg, Scarlett - Stan	dards	Progress 🔽				🍄 T1 🗸	×			
5.MA.BT.2 Multiplies multi-digit whole numbers using standard	algorithm					Show More	^			
Grade Scale Type: (1 - 4)							~	5.MA	BT.2	
STANDARDS	T1	ASSIGNMENTS	T2	Т3	¥1					
5.LB.SD.4 - Productive		0					<			
5.MA - Mathematics		Comment Only Standard					E.			
5.MA.OA.1 - Writes, interprets, and evaluates num	3	Comment Only Standard					3		$\langle \times \rangle$	15
5.MA.OA.2 - Generates numerical patterns using t	3	0						0.000	aded :	
6.MA.BT.1 - Reads, writes, compares, and rounds.	4	0						Calcut	i 2003 :	
5.MA.BT.2 - Multiplies multi-digit whole numbers u	3	0								
5.MA.BT.3 - Divides four digit by two digit whole n		0					1			
5.MA.BT.4 - Adds decimals using models and equ		0								
5.MA.BT.5 - Subtracts decimals using models and	т	0					4			
5.MA.BT.6 - Multiplies decimals using models and		Ó								
5.MA.BT.7 - Divides decimals using models and e	_	0				_				
5.MA.FR.1 - Adds fractions (unlike denominators,		Ó								
5.MA.FR.2 - Subtracts fractions (unlike denominat		0								Enter
5.MA.FR.3 - Multiplies fractions using models and		0					6			
5.MA.FR.4 - Divides fractions using models and e		0								
5.MA.MD.1 - Converts like units within a given me		0								
5.MA.MD.2 - Represents and interprets data		0								\$
5.MA.MD.3 - Understands concepts of volume		0					Mosteg			Fil
6.MA.GO.1 - Graphs points on a coordinate plane		0					\Box	1		\leftrightarrow
5.MA.GO.2 - Classifies two dimensional figures ba		0					Incorrelate	Erenat		

Step 7: Click Save to store grades – your building clerk can now print a repord card for the dropped student

