HOME BASE NORTH CAROLINA STUDENT INFORMATION SYSTEM

PUBLIC SCHOOLS OF NORTH CAROLINA State Board of Education | Department of Public Instruction





# PowerTeacher Pro Training Admins PPT: <u>http://bit.ly/NCDPL\_PTP\_Admin</u>



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### Welcome and Introductions

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### AGENDA

- **Creating Grade Scales**
- Setting Up PowerTeacher Pro
- Setting PowerTeacher Pro as the Default Gradebook
- Setting Up District Grading Preferences
- Creating District Categories for Teachers
- Creating Traditional Grade Calculation
   Formulas
- Setting Up Traditional Grade
   Preferences

#### **Setting Up District Grading Preferences**

- Configuring Standards Grade
   Preferences
- Configuring Display Settings

#### School Level

- PowerTeacher Pro Settings
  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

#### **District Level**



# Creating Grade Scales

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### **Creating Grade Scales**

#### Navigate: LEA > Grading: Grade Scales

| Grading                           |   |
|-----------------------------------|---|
| Citizenship Codes                 | Define server citizenship codes and definitions.  |
| Comment Setup                     | Define maximum comment lengths.   |
| GPA Calculations                  | Define special server specific GPA calculation routine.   |
| Grade Scales                      | Create and define unique grade scales used by courses.  |
| PowerTeacher Pro Settings         | Set up PowerTeacher Pro.  |
| Repeated Course Grade Suppression | Define policies for Repeated Course Grade Suppression and enable grade suppression for schools. |
| Standards                         | Define codes, definitions and hierarchy for competency based grading.                           |
| Tests                             | Define standardized test setup.   |



### Grade Scales

| Basic F         | ilter         |      |  |  |                        |                               | +          |
|-----------------|---------------|------|--|--|------------------------|-------------------------------|------------|
| Grade           | Scale Type    | alph | ia N   | Jumeric S  | pecial                 | Clear                         | +<br>Apply |
| 5 of 15<br>Dcid | items<br>Name | •    | Description  |  | Grade<br>Scale<br>Type | Special<br>Scale<br>Name      | Edit       |
| 242             | +/- Scale     |      | Yes or No rubric<br>to assess ability<br>pronounce and<br>numbers. | used in Kindergarten<br>to recognize,<br>write letters and | Alpha                  | A Special<br>Codes<br>Example |            |
| 264             | 5-1           |      | 5-1 Scale  |  | Numeric                | A Special                     | 1          |

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| Main Scale  |  | Alpha<br>Numeric                             |
|---|--|--|
| Name  | *  | Special Grades                               |
| Туре  | Alpha 🔻                                    |  |
| Use   | Traditional Grade                          | Traditional Grade                            |
| Description   |  | Standards<br>Traditional Grade and Standards |
|   | Approximately 4000 characters left         |  |
| Uses Special Codes [?]  | Generate table before adding special codes |  |
| Scale Used in GPA and Course<br>Credit [?]                          |  |  |
| Show Term Weighting and<br>Average Final Grades (AFG) [?]           |  |  |
| Repeated Course Policy  | None •                                     |  |
| Enter Starting Grade Scale Items<br>Comma-separated from highest to | lowest *                                   |  |
| Starting Number of Colors   | 5 • Generate                               |  |

### Alpha Grade Scale cont'd

| Grade Scale |             |                  |                          |                |                |                  |             |                  |                   |          |
|-------------|-------------|------------------|--------------------------|----------------|----------------|------------------|-------------|------------------|-------------------|----------|
|             |             |                  |                          |                |                |                  |             |                  | A                 | dd Grade |
|             | Grades      | G                | PA and Cre               | dit Value      | s              | Teache           | er Gradeboo | k Values         | Color Levels      |          |
| Grade *     | Description | Counts<br>in GPA | Grade<br>Points<br>(GPA) | Added<br>Value | Grad<br>Credit | Teacher<br>Scale | Cutoff % *  | Grade<br>Value * | Edit              | Action   |
| A           | Excellent   |                  | 4                        |                |                |                  | 92.5        | 100              | Green (5)         |          |
| В           | Good        |                  | 3                        |                |                | V                | 81.3        | 87.5             | Light Green (4) 🔻 |          |
| С           | Average     |                  | 2                        |                |                |                  | 68.8        | 75               | Orange (2)        |          |
| D           | Fair        |                  | 1                        |                |                |                  | 56.3        | 62.5             | Red (1)           |          |
| F           | Fail        |                  | 0                        |                |                | V                | 0           | 50               | Red (1)           |          |



Save

### **Create Numeric Grade Scale**

| Main Scale                                 |   |   |                                 |
|--|---|---|---------------------------------|
| Name                                       | Numeric 1-4 for Standards                             | *   |                                 |
| Туре                                       | Numeric •   |   |                                 |
| Use  | Standards •   |   |                                 |
| Description                                | Used for standards Approximately 3982 characters left | Show Term Weighting and<br>Average Final Grades (AFG) [?]<br>Repeated Course Policy | None                            |
| Uses Special Codes [?]                     | Generate table before adding special codes            | - 11 - 12 - 12 - 12 - 12 - 12 - 12 - 12   |                                 |
| Range                                      | Min: 1 *- Max: 4 *                                    | When Converting Other Scales<br>Into This Scale                                     | Use cut-offs (ex 90%> 3 or 4) • |
| Scale Used in GPA and Course<br>Credit [?] | Not available for standards only                      | Starting Number of Colors   | 4 •                             |
| Include                                    | ● None ▼ ● Decimals: 1 ▼<br>Example: 1, 2, 3, 4       | Generate Table  |                                 |

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#### Numeric Grade Scale cont'd. As long as people are still using the Java based gradebook (PTG), Conversions need to be set up (Standards) Grade Scale Number Teacher Gradebook Values in THIS Scale Color Levels Conversions to and from Other Scales ONLY Cutoff % To Numeric \* Grade Description Numeric Cutoff \* Numeric Value \* Edit % Value \* 4 3.5 **T** 92.2 Exceeds Green (5) 100 4 3 Meets 2.5 3 Light Green (4) • 80 87 2 Approaches 1.5 2 Orange (2) **v** 66.5 73 1 Below v 1 60 0 1 Red (1) 0 Save If using PTPro and are moving from standards to traditional grading, Conversions need to be set up. 10 HOME BASE

### **Create Special Codes Grade Scale**

| lame   | Special Codes *   |
|--|---|
| уре  | Special Codes 🔻   |
| pecial Codes Explained   |   |
| can also be made available for use on assignn<br>Final Grade Example: A teacher manually<br>Assignment Example: A teacher gives an | nents, and act as district pre-calculated Gradebook Score Codes for the teacher.<br>assigns 'Incomplete' for a final grade, but assignment scores never calculate into Incomplete.<br>assignment score code of 'ABS' to indicate that the student was absent. |
|  |   |
| Description  | Approximately 4000 characters left  |
| Description<br>Scale Used in GPA and Course Credit [?]   | Approximately 4000 characters left  |
| Description<br>Scale Used in GPA and Course Credit [?]<br>Show Term Weighting and Average Final Grades<br>AFG) [?]                 | Approximately 4000 characters left  |



| Grade So | ale                               | Codes                              |                        |                          | т                         | eacher U                  | se For Fir       | al Grade                 |                |                | Color Leve      | s            |        |
|----------|-----------------------------------|------------------------------------|------------------------|--------------------------|---------------------------|---------------------------|------------------|--------------------------|----------------|----------------|-----------------|--------------|--------|
| Sort     | Codes                             | Description                        | U:<br>As<br>Fil<br>Gra | lse<br>sa<br>inal<br>ade | Final<br>Grade %<br>Value | Final<br>Numeric<br>Value | Counts<br>in GPA | Grade<br>Points<br>(GPA) | Added<br>Value | Grad<br>Credit | Edit            |              |        |
|          | W                                 | Withdraw                           |                        |                          | 0                         | 0                         |                  | 0                        |                |                | Yellow (3)      |              |        |
| • •      | INC                               |                                    |                        |                          | 0                         | 0                         |                  | 0                        |                |                | Light Green (4) | -            |        |
|          | NA                                | Not Assessed                       |                        |                          | 0                         | 0                         |                  | 0                        |                |                | Light Green (4) | -            |        |
| •        | NHI                               | -                                  |                        |                          | 0                         | 0                         |                  | 0                        |                |                | Light Green (4) | -            |        |
|          | Exempt                            | Incomplete                         |                        |                          |                           | 1                         | feacher U        | se on As                 | signme         | nts            |                 |              |        |
|          | Final<br>Grade/Score<br>is Exempt | Final<br>Grade/Score<br>Incomplete | Use<br>Assigni         | On<br>mente              | Assig<br>s %V             | nment alue                | Assignme<br>Vi   | ent Nume<br>alue         | ric Is<br>Lat  | ls<br>e Miss   | ing Collected   | ls<br>Absent | Action |
|          |                                   |                                    |                        | ]                        | 100                       |                           | Мах              | -                        |                |                |                 |              |        |
|          |                                   |                                    |                        | ]                        | 50                        | *                         | Max              | •                        |                |                |                 |              | _      |
|          |                                   |                                    |                        | ]                        | 100                       |                           | Max              | •                        |                |                |                 |              |        |
|          |                                   |                                    | V                      | ]                        | 0                         |                           | Max              | •                        |                | V              |                 |              | ,      |
| 12       |                                   |                                    |                        |                          |                           | -t-                       |                  |                          |                |                | 1               |              | HOME   |

### **Apply Special Codes Grade Scale to Regular Scales**

| auc                       | Scales         |                                  |                              |                                |               |
|---------------------------|----------------|----------------------------------|------------------------------|--------------------------------|---------------|
| _                         |                |                                  |                              |                                | Ne            |
| - Filte                   | er (1)         |                                  |                              | Ba                             | sic Filter    |
| Basic F                   | Filter NO      | 2                                |                              |                                | +             |
| Grade                     | Scale Type     | Alpha 🔲 Numeric                  | 🗐 Spe                        | ecial                          | +             |
|                           |                |                                  |                              |                                |               |
| ? of 15 if                | tems           |                                  |                              | Clear                          | Apply         |
| 2 of 15 if<br>Dcid        | tems<br>Name A | Description                      | Grade Scale<br>Type          | Clear<br>Special Scale<br>Name | Apply         |
| 2 of 15 if<br>Dcid<br>573 | Name           | Description<br>NC 10-Point Scale | Grade Scale<br>Type<br>Alpha | Clear<br>Special Scale<br>Name | Apply<br>Edit |



### **Apply Special Codes Grade Scale to Regular Scales**



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#### **School Level**

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**District Level** 



| Setting                                   | g Up PowerTead                  | cher Pro  |
|---|---------------------------------|---|
| Power                                     | School                          | Welcome, rogistrict Office Term: 16-17 Yea  |
|   |                                 |   |
| Functions<br>Attendance<br>Daily Bulletin | Start Page                      | PowerSchool Mastery in Minutes<br>The April Mastery in Minutes tutorials are available. |
| Enrollment Summary                        | Students Staff Parents          |   |
| Dashboard                                 |                                 |   |
| Special Functions                         | L                               | Advanced View Field List [?]  |
| Teacher Schedules                         | ABCDEEGHIJKLN                   | IN O P O R S T U V W X Y Z  |
| Reports                                   |                                 |   |
| System Reports                            | K 1 2 3 4 5 6 7 8 9 10          | 0 11 12 M F All Stored Searches Stored Selections                                       |
| ReportWorks                               |                                 |   |
| People                                    | Current Student Selection (0)   |   |
| Student Search                            | The current selection is empty. |   |
| Staff Search                              |                                 |   |
| Parent Search                             |                                 |   |



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**District Level** 



| D POW                   | erSchool                          | Welcome, 12 z12   Help   Sign Ou   |
|-------------------------|-----------------------------------|--|
|                         | croonoor                          | School: District Office Term: 16-17 Year   |
| Start Page > District   | Setup                             | ! 🖷  |
| Functions<br>Attendance | District Setup                    |  |
| protehener              | Manne man                         | ~ UQ ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~  |
| Setup                   | Grading                           |  |
| District                | Citizenship Codes                 | Define server citizenship codes and definitions.   |
| System                  | Comment Setup                     | Define maximum comment lengths.  |
| -onsolasi s             | GPA Calculations                  | Define special server specific GPA calculation routine.  |
|                         | Grade Scales                      | Create and define unique grade scales used by courses.   |
|                         | PowerTeacher Pro Settings         | Set up PowerTeacher Pro.   |
|                         | Repeated Course Grade Suppression | Define policies for Repeated Course Grade Suppression and<br>enable grade suppression for schools. |
|                         | Standards                         | Define codes, definitions and hierarchy for competency based grading.                              |
| 19                      | and a second a second as          | anning designation and and and and and and and and and an  |

## **PowerTeacher Pro Settings**

| Gradebook Setup                        |  |   | CAUTION!:<br>Set this to PTG                       |
|--|--|---|--|
| Default Gradebook Type                 | Set the default gradeb                           | book for newly created sections.  | if you still have                                  |
| Display Settings                       | Select options to dete<br>standards and traditio | rmine how the class lists and grade<br>nal grades) appear in the gradeboo | teachers in both                                   |
| District Categories for Teachers       | Create district assign                           | ment categories for teachers.   | gradebook types.                                   |
| Grade Calculations                     |  |   |  |
| Manage Next Year Calculations          | Create the calculation end-of-year process.      | s for the next school year prior to the                                   |  |
| Standards Grade Preferences            | Determine the standa<br>in the district.         | Default Gradebook 1   | Гуре   |
| Traditional Grade Calculation Formulas | Set up the traditional                           |   |  |
| Traditional Grade Preferences          | Determine additional                             | Option  | Value  |
|  | school in the district.                          | Default Gradebook Type  | PowerTeacher Pro<br>PTG<br>PowerTeacher Pro Submit |





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**District Level** 



### **School Level - Looking at District Categories**

**Navigate:** School Level > Setup: School > Grading: PowerTeacher Pro Settings > **District Categories for Teachers** 

#### District Categories for Teachers: Apple Grove **High School**

| Category<br>Name | Description  | Color  |
|------------------|--|--------|
| Classwork        |  | Blue   |
| Project          |  | Purple |
| Quiz             |  | Tan    |
| Test             |  | Red    |
| Group Project    | Use when students are collaborating<br>with other students to complete an<br>assignment. | Teal   |

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#### Schools can:

- 1. View the district created categories
- Manage district categories 2. to turn them on/off

Schools CANNOT change properties of the district categories.

In PTPro, teachers see a house next to the district created categories.

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### **Creating District Categories for Teachers**

**Navigate:** District > Grading: PowerTeacher Pro Settings > Gradebook Setup > District Categories for Teachers

| D.C. N.O. LILLIT                 | Creat                     | e the district list of | available teacher categories. These                        | can then be | selected | as default           |
|----------------------------------|---------------------------|------------------------|--|-------------|----------|----------------------|
| Default Gradebook Type           | sections.                 | ories for teachers a   | and used in final grade setup.                             | <b></b>     | how Ina  | ctive Add            |
| Display Settings                 | Select optic              |                        |  |             | now ma   | Cuve                 |
|                                  | and grades<br>grades) app | er Category<br>Name    | Description  | Color       | Active   | Number of<br>Schools |
| District Categories for Teachers | Create dist               | Classwork              |  | Blue        | *        | 29 / 29              |
|                                  | teachers.                 | Project                |  | Purple      | ~        | 29 / 29              |
|                                  |                           | Quiz                   |  | Tan         | *        | 29 / 29              |
|                                  |                           | Test                   |  | Red         | ~        | 29 / 29              |
|                                  |                           | Group Project          | Use when students are<br>collaborating with other students | Teal        | *        | 29 / 29              |



#### Create New Category

| Name                                 |                                    |      |
|--------------------------------------|------------------------------------|------|
| Description                          |                                    |      |
|                                      | Approximately 4000 characters left | ,d   |
| Color                                | Blue 🔻 *                           |      |
| Active                               |                                    |      |
| Optional Assignmen                   | t Defaults                         |      |
| Schools Using T                      | his Category                       |      |
| <ul> <li>Category applied</li> </ul> | to all schools.                    |      |
| Search                               |                                    | Edit |
| School Name                          |                                    |      |
| Apple Grove High Sch                 | ol                                 |      |
| Apple Grove High Sch                 | ol 2                               |      |

| Optional Assignment Defau                      | lts    |        |
|--|--------|--------|
|  |        |        |
| Default Score Type                             | ·      |        |
| Default Scoring<br>+ Weight                    | Points |        |
| Publish Scores                                 |        |        |
| Default Count in Final<br>Grade                |        |        |
| Schools Using This Ca                          | tegory |        |
| <ul> <li>Category applied to all so</li> </ul> | hools. |        |
| Search   |        | Edit   |
| School Name                                    |        |        |
| Apple Grove High School                        |        |        |
| Apple Grove High School 2                      |        |        |
| Apple Grove High School 3                      |        |        |
| Cherry Hill Middle School                      |        |        |
| Washington Elementary                          |        |        |
|  |        | Submit |

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### **Calculation Method for Categories**

i.e. Q1 = (Tests (40%) + Quiz (20%) + Homework (20%) + Classwork (20%))







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**District Level** 



### **Traditional Grade Calculation Formulas**

**Navigate**: District > Grading: PowerTeacher Pro Settings > Gradebook Calculations: Traditional Grade Calculation Formulas



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| Terms          |   |   | <b>*</b> 16-17   |                               | (0              | / 7 Reporting | Terms Set)     |
|----------------|---|---|--|-------------------------------|-----------------|---------------|----------------|
| Territo        |   |   | 7 reporting term   | ns associated to              | the 16-17 term  |               |                |
| Click a term h | eading to view the associa  | ated reporting ter                                  | Reporting Ter  | m                             | Formula         | Status        | Edit           |
| + 16-17        | (0 / 7 Reporting  | g Terms Set)  | Y1 Click   | the Penc                      | il to the right | Not set       | -              |
| ▶ <b>S</b> 1   | (0 / 3 Reporting  | Terms Set)  | S1   |                               |                 | Not set       | 1              |
| + S2           | Y1 Reporting Term for 16-1  | 7 Term  |  |                               |                 | Not set       | 1              |
|                | Formula     Drop Low Score  | es  |  |                               |                 | Not set       |                |
|                |   |   |  |                               |                 | Not set       |                |
|                | Teachers Can Edit Calculation                                       | Use School Setting                                  | <ul> <li>School Setting: Y</li> </ul>  | 'es                           |                 | Not set       | 1              |
|                | Calculate Overall Class Grade<br>(Uncheck if traditional class grad |   |  |                               |                 | Not set       | 1              |
| Total Dointo   |   |   |  | Add                           | The page        | changes       | S<br>a dira ar |
| Reporting Term | lype *  | Attribute   | Weight Pero  | cent Remove                   | appearan        | ce deper      | naing          |
| Standards      |   |   | 1 100  |                               | upon the f      | ormula        |                |
| Categories     | If the calculation type is St                                       | andards and the attribu                             | ute is either Specific V   | Veighting or                  | chosen.         |               |                |
| 29             | Specific Sum, weights mu<br>Standards page, which is a              | st be defined for each a<br>accessible via the Cour | applicable course on the selection of th | ne District -<br>Ig a course. |                 | но            |                |

| Formula Drop Low Scores  | Q1 Reporting Term for 1          | 6-17 Term             |                                    |                | •      |
|--|----------------------------------|-----------------------|------------------------------------|----------------|--------|
| achers Can Edit Calculation U                                      | Formula Drop Low Sco             | res                   |                                    |                |        |
| culate Overall Class Grade 👿                                       |                                  |                       |                                    |                |        |
| check if traditional class grades are                              | Teachers Can Edit Calculati      | on Use School Setting | <ul> <li>School Setting</li> </ul> | ng: Yes        |        |
|  | Calculate Overall Class Gra      | de 🕑                  |                                    |                |        |
| Туре   | (Uncheck if traditional class gr | ades are not used.)   |                                    |                |        |
| *  |                                  |                       |                                    |                | Add    |
| If the calculation type is Standa<br>Specific Sum, weights must be | Туре                             | Attribute             | Weight                             | Percent        | Remove |
| Standards page, which is acces                                     | Standards •                      | <b></b>               | * 1 *                              | 100%           | -      |
|  | If the calculation type is       | Mean<br>Median        | e is either Spec                   | ific Weighting | g or   |
|  | Standards page, which            | Highest S             | es page and se                     | lecting a cou  | rse.   |
|  |                                  | Specific Weighting    |                                    |                |        |

mit

#### Terms

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Click a term heading to view the associated reporting terms.

| ×16-17  | (0 / 7 Reporting Terms Set)                  | <b>▼</b> 16-17               |                         | (0 / 7 Reporting | Terms Set) |
|---|--|------------------------------|-------------------------|------------------|------------|
| ×(S1)   | (0 / 3 Reporting Terms Set)                  | 7 reporting terms associa    | ated to the 16-17 term  |                  |            |
| × S2  | (0 / 3 Reporting Terms Set)                  | Reporting Term               | Formula                 | Status           | Edit       |
|   |  | Y1                           |                         | Not set          | 1          |
| Set up  | formulas for the                             | S1                           |                         | Not set          | 1          |
| reportir  | ig terms as                                  | Q1                           |                         | Not set          |            |
| needed  | for the district.                            | Q2                           |                         | Not set          | 1          |
|   |  | S2                           |                         | Not set          | 1          |
| (0 / 3 Reporting Terms Set<br>(0 / 3 Reporting Terms Set<br>(0 / 3 Reporting Terms Set<br>Set up formulas for the<br>reporting terms as<br>needed for the district.<br>Submit the page. | Q3   |                              | Not set                 | 1                |            |
|   | 1 0  | Q4                           |                         | Not set          | 1          |
| L   | egend  | 1                            |                         |                  |            |
| Ic  | ons 🖌 - Formula set   🥂 - Category/reporting | term is unavailable for a sc | hool where this formula | is default       |            |

🚐 - No reporting terms for this term | \*- Required Field

Submit



| ▶ 16-17              |                          | Reporting | Terms Set) | F1 Reportin    | ig Term fo     | or S  | S1 (CATS,HS1) Ter   | m                   |                      |                 |                              |                      |
|----------------------|--------------------------|-----------|------------|----------------|----------------|-------|---|---------------------|----------------------|-----------------|------------------------------|----------------------|
| <b>→</b> S1          |                          | Reporting | Terms Set) |                | _              |       |   |                     |                      |                 |                              |                      |
| 4 reporting terms as | ssociated to the S1 term |           |            | Formula        | Drop Low       | Sco   | ores  |                     |                      |                 |                              |                      |
| Reporting Term       | Formula                  | Status    | Edit       |                |                |       |   |                     | 1                    |                 |                              |                      |
| F1                   | Term Weighting           | *         | 1          | Teachers Ca    | n Edit Calcu   | Ilati | Use School Settin   | g •                 | School               | Setti           | ng: Yes                      |                      |
| N1                   | Category Weighting       | ×         |            | Calculate Ov   | verall Class   | Gra   | de 🔽  |                     |                      |                 |                              |                      |
| N2                   | Category Weighting       | ~         |            | (Uncheck if tr | aditional clas | s g   | rades are not used.)  |                     |                      |                 |                              |                      |
| E1                   | Total Points             | ×         | 1          | Term Weight    | ting           |       | Exact Value Earne   | ed                  |                      |                 |                              |                      |
|                      |                          |           |            |                |                |       | Uses the student's<br>numeric value (Nur<br>Example: 95.3% or | calo<br>neri<br>3+. | ulated p<br>c Scales | ercen<br>) from | t (Alpha Sca<br>the reportir | iles) or<br>ig term. |
|                      |                          |           |            |                |                |       |   |                     |                      |                 |                              | Add                  |
|                      |                          |           |            | т              | ype            |       | Attribute   |                     | Weig                 | ht              | Percent                      | Remove               |
|                      |                          |           |            | Reporting      | Ferm -         | *     | N1 -  | *                   | 40                   | *               | 40%                          |                      |
|                      |                          |           |            | Reporting      | 「erm ▼         | *     | N2 •  | *                   | 40                   | *               | 40%                          |                      |
|                      |                          |           |            | Reporting      | Ferm 👻         | *     | E1 +  | *                   | 20                   | *               | 20%                          | -                    |



## AGENDA

- **Creating Grade Scales**
- Setting Up PowerTeacher Pro
- Setting PowerTeacher Pro as the Default Gradebook

### Setting Up District Grading Preferences

- Creating District Categories for Teachers
- Creating Traditional Grade Calculation
   Formulas
- Setting Up Traditional Grade Preferences

#### **Setting Up District Grading Preferences**

- Configuring Standards Grade
   Preferences
- Configuring Display Settings

#### **School Level**

- PowerTeacher Pro Settings
  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

**District Level** 



### Setting up Traditional Grade Preferences

**Navigate:** District > Grading: PowerTeacher Pro Settings > Grade Calculations: Traditional Grade Preferences

|  | Course  | Final Grade Form                    | iulas                                  | Save Calcu        | Citizenship             |                       |
|--|---|-------------------------------------|--|-------------------|-------------------------|-----------------------|
| School Settings<br>District Order Alphabetical | Traditional<br>Grade<br>Calculation<br>Formulas | Teachers<br>Can Edit<br>Calculation | Teachers<br>Can Edit<br>Drop<br>Scores | Decimal<br>Places | Round<br>or<br>Truncate | Enable<br>Citizenship |
| Brawley Middle                                 |   | ×                                   | ×                                      | 0                 | Round                   |                       |
| Career Academy and Technical School            | high school 108                                 | ~                                   | ~                                      | 0                 | Round                   |                       |
| Lake Norman High                               | Regular School<br>Grade Calcs                   | *                                   | *                                      | 0                 | Round                   |                       |



## Setting up Traditional Grade Preferences

| Course Final Grade F             | ormulas             |  |
|----------------------------------|---------------------|--|
| Calculation Formula              | High School Formula |  |
| Teachers Can Edit<br>Calculation |                     |  |
| Teachers Can Edit Drop<br>Scores |                     |  |
| Save Calculated Grad             | es                  |  |
| Decimal Places                   | 2 •                 |  |
| Round or Truncate                | Round •             |  |
| Copy Settings to Othe            | er Schools          |  |
|                                  |                     |  |



ubmit

## AGENDA

- **Creating Grade Scales**
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- Configuring Standards Grade
   Preferences
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#### **School Level**

- PowerTeacher Pro Settings
  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

**District Level** 


### **Configuring Standards Grade Preferences**

**Navigate:** District > Under Grading: PowerTeacher Pro Settings > Under Gradebook Calculations: Standards Grade Preferences

| Basic Filter                        |                        |                     |                |                                |                     |                    |                       |                     |
|-------------------------------------|------------------------|---------------------|----------------|--------------------------------|---------------------|--------------------|-----------------------|---------------------|
|                                     |                        |                     |                |                                |                     |                    | l                     | Clear Apply         |
| 43 of 43 items                      |                        |                     |                |                                |                     |                    |                       |                     |
| Cabool Cattings                     | Standards              | Grades              | Most Re        | ecent Scores Ca                | alculation          | Calculating        | Higher Level          | Standards           |
| District Order*<br>Alphabetical     | Default<br>Calculation | Teacher<br>Editable | # of<br>Scores | Weighting                      | Teacher<br>Editable | Auto-<br>Calculate | Use<br>This<br>Metric | Teacher<br>Editable |
| Brawley Middle                      | Most Recent            | *                   | 3              | (33.33%,<br>33.33%,<br>33.33%) | *                   | ~                  |                       | *                   |
| Career Academy and Technical School | Most Recent            | *                   | 3              | (33.33%,<br>33.33%,<br>33.33%) | *                   |                    | Mean                  | *                   |
| Celeste Henkel Elementary           | Most Recent            | *                   | 3              | (33.33%,<br>33.33%,<br>33.33%) | *                   |                    | Mean                  | *                   |

HOME BA

## **Configuring Standards Grade Preferences**





## Configuring Standards Grade Preferences cont'd

| Calculating Higher                           | Level Standards                                       |  | - |
|--|---|--|---|
| Automatically calculate h                    | igher level standards gra                             | ades from lower level standards                              |   |
| grades.                                      |   |  |   |
| Auto-Calculate                               |   |  |   |
| Use This Metric                              | Mean  | •  |   |
|  |   |  | _ |
| Specific Weighting a<br>course level under A | ind Specific Sum require<br>Auto-Calculating Higher L | weighting to be configured at the<br>Level Standards Grades. | Ŗ |
| <u></u>                                      |   |  |   |
| Teacher Editable                             |   |  |   |
|  |   |  |   |
| Copy Settings to C                           | Other Schools   |  | _ |
| Copy Settings                                |   |  |   |
|  | U   |  |   |

Select the checkbox to automatically calculate higher level standards grades from lower level standards grades. Deselect the checkbox to remove the auto-calculate feature.

Note: When this checkbox is selected, PowerSchool determines which parent standards are auto-calculated based on the setting on the Courses page.

HOME BASE

## **District Standards as Seen at the Course Level**

#### Navigate: LEA > Courses

| TAS                                       | Courses                    |  |
|---|----------------------------|--|
| Student Participation<br>Title III<br>LEP | CIP Setup                  | Define vocational course CIP numbers.                      |
| W-APT                                     | Courses                    | Associate courses to current school from LEA master list.  |
| Immigrant                                 | Course Settings            | Configure settings related to courses.                     |
| LEP PD<br>Title X<br>Homeless             | Graduation Planner Setup   | Create Graduation Plans for all schools on this server.    |
| Setup                                     | Discipline and Log Entries |  |
| LEA                                       | Incident Management        | Configure incident management types, codes, and sub-codes. |
| System                                    | Log Entry Fields           | Define the fields that appear on the log entry page        |

#### Search for and select a course and click 'District - Standards' tab

| NCN | Math 1 (9225E      | SX0O) | - Standa      | rds          |               |
|-----|--------------------|-------|---------------|--------------|---------------|
|     | District Standarda | Foos  | Droroquisitos | Availability | Equivalencies |



## **District-Standards Tab- Two Sections**

#### Section 1

PowerTeacher Pro Calculation Settings

Standards Course Associations From: 2016 - 2017

Calculating the Overall Course Grade From Standards

Calculation Formulas that are set to use Standards - Specific Weighting or Specific Sum will use the course grade calculation weight you specify on this page.

#### Auto-Calculating Higher Level Standards Grades

Standards Grades Calculations set to auto-calculate higher level standards grades will do so based on these settings. The Auto-Calculate setting will determine which higher level standards this applies to. If the calculation metric is set to Specific Weighting or Specific Sum, weighting is required and should be defined using the Edit button(s) below.



|           |  |                            |                               | -   |           |     |
|-----------|--|----------------------------|-------------------------------|---|-----------|-----|
| Section 2 | Standards  | Course<br>Calculat<br>Stan | e Grade<br>tion From<br>dards | Auto-Calculating Higher Level<br>Standards Grades From Lower<br>Level |           |     |
|           |  | Weight                     | Percent                       | Auto-<br>Calculate  | Weighting |     |
|           | NC.ESC.M1 - North Carolina Math Extended Content   |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A - Algebra                              |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A.APR - Arithmetic with Polynomial Expr  |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A.APR.A - Perform arithmetic operations  |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A.APR.A.1 - Add and subtract quadratic   |                            | %                             |   |           |     |
|           | NC.ECS.M1.A.CED - Creating Equations               |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A.CED.A - Create equations that describ  |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A.CED.A.1 - Use equations to solve prob  |                            | %                             |   |           |     |
|           | NC.ECS.M1.A.REI - Reasoning with Equations and In  |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A.REI.A - Understand solving equations   |                            | %                             |   | E         | dit |
|           | NC.ECS.M1.A.REI.A.1 - Explain each step in solving |                            | %                             |   |           |     |
|           | NC.ECS.M1.A.REI.B - Solve equations and inequaliti |                            | %                             |   | E         | dit |

HOME BASE

## Editing Weights for Sub-Standards

| NC.EC | CS.M1.F - Functions                                    | 1    | 2.128%                  |                        |    |
|-------|--|------|-------------------------|------------------------|----|
| N     | C.ECS.M1.F.IF - Interpreting Functions                 | 1    | 2.128%                  |                        |    |
|       | NC.ECS.M1.F.IF.A - Understand concept of a function    | 1    | 2.128%                  | 2                      |    |
|       | NC.ECS.M1.F.IF.A.1 - Understand a function occurs i    | 1    | 2.128%                  |                        |    |
|       | NC.ECS.M1.F.IF.A.2 - Evaluate linear functions         | 1    | 2.128%                  |                        |    |
|       | NC.ECS.MI.F.IF.A.3 - Use patterns to solve problems    | 1    | 2.128%                  |                        |    |
|       | NC.ECS.M1.F.IF.B - Interpret functions arise in applic | 1    | 2.128%                  |                        |    |
|       | Edit Weighting for Understand concept of a<br>Standard | func | tion,use fund<br>Weight | rtion ×                |    |
| _     | NC.ECS.M1.F.IF.A.1 - Understand a function occurs i    |      | 33                      | 33. <mark>3</mark> 33% |    |
|       | NC.ECS.M1.F.IF.A.2 - Evaluate linear functions         |      | 33                      | 33.333%                |    |
|       | NC.ECS.MI.F.IF.A.3 - Use patterns to solve problems    |      | 33                      | 33.333%                |    |
|       |  |      |                         |                        | HO |

# 1

## AGENDA

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   Preferences

#### **Setting Up District Grading Preferences**

Configuring Standards Grade
 Preferences

#### Configuring Display Settings

#### **School Level**

- PowerTeacher Pro Settings
  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

**District Level** 

Managing Next Year's Calculations



## **Configuring Display Settings**

#### **Navigate**: District > Grading: PowerTeacher Pro Settings > Display Settings

| ¥                                   |                                    |                             |                        |                                   |                               |
|-------------------------------------|------------------------------------|-----------------------------|------------------------|-----------------------------------|-------------------------------|
| 13 of 43 items                      |                                    |                             |                        |                                   |                               |
| Display Settings                    | Classes List for<br>Teachers       |                             | Traditional<br>Grades  |                                   |                               |
| District Order*<br>Alphabetical     | Display and<br>Sort<br>Sections by | Show<br>Standards<br>Grades | Show on<br>Assignments | Navigation<br>Links Sort<br>Order | Show<br>Traditional<br>Grades |
| Brawley Middle                      | Section Period /<br>Day            | *                           | ×.                     | Traditional,<br>Standards         | *                             |
| Career Academy and Technical School | Section Period /<br>Day            | *                           | *                      | Traditional,<br>Standards         | *                             |
| Celeste Henkel Elementary           | Section Period /<br>Day            | *                           | *                      | Traditional,<br>Standards         | *                             |
| Central Elementary                  | Section Period /<br>Day            | *                           | *                      | Traditional,<br>Standards         | *                             |



## **Configuring Display Settings cont'd**

| Edit Celeste Henkel Elemer       | tary Display Settings    | Period / Day  |
|----------------------------------|--------------------------|---|
| Class Names                      |                          | Section Number (sort by Number)<br>Section Number (sort by Course Name) |
| Display and Sorting              | Period / Day             |   |
| Standards Usage                  |                          |   |
| Show Standards Pages and Links   |                          | Teachers can<br>change these  |
| Show Standards on<br>Assignments |                          | display settings  |
| Navigation Links Sort Order      | Traditional, Standards V |   |
| Traditional Grades               |                          |   |
| Show Traditional Grades          |                          | Standards, Traditional  |
| Copy Settings to Other           | Schools                  |   |
| Copy Settings                    |                          | Submit  |

## Configuring Display Settings cont'd

| Copy Settings to O      | ther Schools  |                         |                              |
|-------------------------|---|-------------------------|------------------------------|
| Copy Settings           | <ul> <li>Image: A start of the start of</li></ul> |                         |                              |
| Settings from Celester  | e Henkel Elementary will be copie   | d to the following same | After checking               |
| Search                  |   |                         | the box, the grid of schools |
| School Name             |   |                         | display.                     |
| Career Academy and Tech | nnical School   |                         |                              |
| Central Elementary      |   | 2                       |                              |
| Cloverleaf Elementary   |   |                         |                              |
| Coddle Creek Elementary |   | 2                       |                              |
| Cool Spring Elementary  |   |                         |                              |
| East Iredell Elementary |   |                         |                              |
| East Iredell Middle     |   |                         |                              |
| Harmony Elementary      |   |                         | Submit                       |



## Let's go to School ....



... level, and look at Sections and PowerTeacher Pro Settings



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  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

**District Level** 

Managing Next Year's Calculations



# **Navigate:** School: Setup > School > Scheduling: Sections > Course > Click a section to open

| Sort by number  | D P          | owei       | Sch       |                      |           |          | Welcome, 8        | 8 <b>z88</b>   Help   Sig |
|---|--------------|------------|-----------|----------------------|-----------|----------|-------------------|---------------------------|
| or  | 10           | 01101      | 0011      |                      | School:   | Apple    | Grove High School | Term: 16-17 Seme          |
| name  | Start Page > | School Set | up > MAT1 | 1100 Algebra         |           |          |                   |                           |
| AT 1100 Algebra<br>CI3000<br>Inatomy/Physiology<br>NG3000 | MAT11        | 00 AI      | gebra     |                      |           |          |                   |                           |
| AT3000 AP Calculus  |              |            |           | New                  |           |          |                   |                           |
| OC3100 AP History   | Exp          | Sec #      | Term      | Teacher              |           | Rm       | Enrollment        | Attendance                |
| RT9 Art   | 1(A-B)       | 4          | S2        | Vigen, Robert F      | 2         | 222      | 11                | <b></b>                   |
| 3001 Band<br>HR1000 Beginning Acting                      | 4(A-B)       | 6          | S2        | Vigen, Robert F      | २         | 222      | 10                | ₩                         |
| RT2100 Beginning Pottery                                  | 3(A-B)       | 5          | S2        | Kook, Steve M        |           | 205      | 20                | ₩                         |
| CI3100 Bology<br>50                                       |              |            | Ma        | ake all students lis | ted above | e the cu | rrent selection   |                           |

# Edit Section

| Field                          | Value    |            |                                      |                  |                                     |                           | · · · · · · · · ·             |  |
|--------------------------------|----------|------------|--------------------------------------|------------------|-------------------------------------|---------------------------|-------------------------------|--|
| Course Name                    | Algebra  |            |                                      |                  | Change the type to 'PowerTeache     |                           |                               |  |
| Course Number                  | MAT11    | 00         |                                      |                  | Pro                                 | ,                         |                               |  |
| Schedule                       | Express  | ion: 1(A-B | )                                    |                  |                                     |                           |                               |  |
|                                |          | А          | В                                    |                  |                                     |                           |                               |  |
|                                | 1        |            |                                      |                  |                                     | e you g                   | o Pro - there is no going     |  |
|                                | 2        |            |                                      |                  | bac                                 | k!                        |                               |  |
|                                | 3        |            |                                      |                  |                                     |                           |                               |  |
|                                | 4        |            |                                      |                  | Not                                 | require                   | d to have all sections in the |  |
| Term                           | Semes    | ster 2 🔻   | Start Date: 01/30<br>End Date: 07/29 | 0/2017<br>//2017 | school migrate to PTPro at one time |                           |                               |  |
| Teacher -                      |          |            |                                      |                  |                                     |                           |                               |  |
| Section Lead                   |          |            |                                      |                  |                                     |                           | PTG                           |  |
|                                | 1        | Staff      | Role                                 | % Alloca         | tion                                | Start Date                | PowerTeacher Pro              |  |
|                                | Vigen, I | Robert R   | Lead Teacher                         |                  | 100                                 | 01/30/2017                | Power reacher Pro             |  |
| Teachers/Staff -<br>Additional | 4        |            |                                      |                  |                                     |                           |                               |  |
|                                |          |            |                                      |                  | No reco                             | ords <mark>found</mark> . |                               |  |
| Gradebook<br>Type              | PTG      |            | •                                    |                  |                                     |                           |                               |  |

## **View District Categories for Teachers**

#### **Navigate:** Change to School level: Setup > School > Grading > PowerTeacher Pro Settings

| D POW       | orSchool                         |  | Welcome, 12 z12                                       |  |  |  |
|-------------|----------------------------------|--|---|--|--|--|
| FOW         | elocitool                        | School:  | Apple Grove High School                               |  |  |  |
| Setup       | Grading                          |  |   |  |  |  |
| School      | Class Rank                       | Define class rank types and set up                       | date frequency.                                       |  |  |  |
| System      | Comment Setup                    | Define teacher comment bank and maximum comment lengths. |   |  |  |  |
| Personalize | Current Grade Display            | Gradebook Setup  |   |  |  |  |
|             | Final Grade Entry Options        | Display Settings   | Select options to determine how the class lists and   |  |  |  |
|             | Final Grade/Reporting Term Setup |  | standards and traditional grades) appear in the gr    |  |  |  |
|             | GPA Student Screens              | District Categories for Teachers                         | Create district assignment categories for teachers.   |  |  |  |
|             | Honor Roll                       | Grade Calculations                                       |   |  |  |  |
|             | PowerTeacher Pro Settings        | Standards Grade Preferences                              | Determine the standards grades calculation setti      |  |  |  |
|             | Variable Credit Setup            | Traditional Grade Calculation Formulas                   | Set up the traditional grade calculation formula.     |  |  |  |
|             |                                  | Traditional Grade Preferences                            | Determine additional traditional grade calculation se |  |  |  |



## **View District Categories for Teachers**

**Navigate:** Change to School level: Setup > School > Grading > PowerTeacher Pro Settings > Gradebook Setup: District Categories for Teachers

| Gradebook Setup                        |  |                       |                             |   |                     |
|--|--|-----------------------|-----------------------------|---|---------------------|
| Display Settings                       | Power                                  | School                |                             | School: Apple Grove High School                           | Term: 16-17 Semeste |
| District Categories for Teachers       | Start Page > School Setu               | up > PowerTeacher Pro | Settings > Distri           | ct Categories for Teachers                                | !                   |
| Grade Calculations                     | Functions<br>Attendance                | District C            | ategorie                    | s for Teachers: Apple Grove H                             | ligh School         |
| Standards Grade Preferences            | Daily Bulletin                         |                       |                             |   |                     |
| Traditional Grade Calculation Formulas | Enrollment Summary                     | ary Category          |                             | Description   | Calar               |
| Traditional Grade Preferences          | Master Schedule<br>Dashboard           | Name                  |                             | Description   | Color               |
|  | Special Functions<br>Teacher Schedules | Classwork             |                             |   | Blue                |
|  |  | Project               |                             |   | Purple              |
|  | Reports                                | Quiz                  |                             |   | Tan                 |
|  | System Reports                         | Test                  |                             |   | Red                 |
|  | People                                 | Group Project         | Use when stu<br>assignment. | dents are collaborating with other students to complete a | in Teal             |
|  | Student Search                         | +1                    |                             |   |                     |



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   Preferences
- Configuring Display Settings

#### **School Level**

- PowerTeacher Pro Settings
  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

**District Level** 

Managing Next Year's Calculations



### **Standards Grade Preferences**

**Navigate:** Change to School level: Setup > School > Grading > PowerTeacher Pro Settings > Grade Calculations: Standards Grade Preferences

| Gradebook Setup                        |   |
|--|---|
| Display Settings                       | Select options to determine how the class lists and g<br>standards and traditional grades) appear in the grad |
| District Categories for Teachers       | Create district assignment categories for teachers.   |
| Grade Calculations                     |   |
| Standards Grade Preferences            | Determine the standards grades calculation settings   |
| Traditional Grade Calculation Formulas | Set up the traditional grade calculation formula.   |
| Traditional Grade Preferences          | Determine additional traditional grade calculation se   |



## **Standards Grade Preferences School Level**

| Power:   | SChOOl   | School: Apple G                             | 16-17 Year              |           |                            |  |  |  |
|--|--|---|-------------------------|-----------|----------------------------|--|--|--|
| School<br>Functions                                | Standarda Crada                                      | Dreferences Apple                           | Crove High C            | ahaal     |                            |  |  |  |
| Attendance<br>Daily Bulletin<br>Enroliment Summary | Standards Grades                                     | Preferences - Apple                         | Grove High So           | chool     |                            |  |  |  |
| Master Schedule<br>Dashboard                       | Calculate standards grades                           | from assignment standards scores.           | School can              | change th | is!!! Set Page             |  |  |  |
| Special Functions                                  | Default Calculation Most Recent Scores - Permissions |   |                         |           | to 'view only' if you want |  |  |  |
| Reports  | Teacher Editable                                     |   | to lock staff this page | out of ma | king changes to            |  |  |  |
| System Reports<br>ReportWorks                      | Most Recent Scores                                   | Calculation                                 |                         |           |                            |  |  |  |
| People   | Set how many recent scores                           | to include in the calculation, and their re | lative weighting.       |           |                            |  |  |  |
| Student Search<br>Staff Search<br>Parent Search    | # of Scores  | 3   | Edit                    |           | Page 1 of 2                |  |  |  |
| Enroll New Student                                 |  | (50%, 25%, 25%)                             |                         |           |                            |  |  |  |
| New Staff Entry<br>New Parent Entry                | Teacher Editable                                     |   |                         |           | HOME BO                    |  |  |  |

#### **Standards Grade Preferences as seen at School Level**

| Calculating | Higher | Level | Standards |
|-------------|--------|-------|-----------|
|-------------|--------|-------|-----------|

Automatically calculate higher level standards grades from lower level standards grades.

| Auto-Calculate  |        |
|-----------------|--------|
| Use This Metric | Mode • |
| ( -             |        |

Specific Weighting and Specific Sum require weighting to be configured at the course level under Auto-Calculating Higher Level Standards Grades.

| Teacher Editable |        |
|------------------|--------|
|                  | Submit |

#### Legend

- · Highest- Highest score or lower level grade
- Mean- Average of scores or lower level grades
- · Median- Middle score or lower level grade
- Mode- Most frequently occurring score or lower level grade
- Most Recent- Weighted average of the most recent scores
- · Weighted Mean- Average of the scores, weighted by points possible
- Specific Weighting- Weighted average of course-specified lower level grades
- · Specific Sum- Weighted sum of course-specified lower level grades



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- Configuring Display Settings

#### **School Level**

- > PowerTeacher Pro Settings
  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

**District Level** 

Managing Next Year's Calculations



## **Traditional Grade Calculation Formulas**

**Navigate:** Change to School level: Setup > School > Grading > PowerTeacher Pro Settings > Grade Calculations: Traditional Grade Calculation Formulas

| Gradebook Setup                        |   |
|--|---|
| Display Settings                       | Select options to determine how the class lists and g<br>standards and traditional grades) appear in the grad |
| District Categories for Teachers       | Create district assignment categories for teachers.   |
| Grade Calculations                     |   |
| Standards Grade Preferences            | Determine the standards grades calculation settings   |
| Traditional Grade Calculation Formulas | Set up the traditional grade calculation formula.   |
| Traditional Grade Preferences          | Determine additional traditional grade calculation se   |



Start Page > School Setup > PowerTeacher Pro Settings > Traditional Grade Calculation Formulas



View a formula created at the district level.

What does a school see?

What can a school change?

What can a school NOT change?



#### **Viewing High School Formula**



#### What's editable?

Nothing! (if it is locked down by the district)

| Name  | High School Formula   |
|---|---|
| Description   | Use this calculation formula for high schools   |
|   | Approximately 4000 characters left  |
| chools  |   |
| hoose your schools and th   | e terms selection will display if you are calculating overall class grades.   |
| Schools   |   |
| Search  |   |
| School Name   | Make this Formula the School Default  |
| Apple Grove High Scho   | ol  |
|   |   |
| Calculate Overall Class   | Grades 🛛 (Uncheck if traditional class grades are not used.)  |
| Calculate Overall Class   | Grades 🗹 (Uncheck if traditional class grades are not used.)  |
| Calculate Overall Class<br>Terms  | Grades I (Uncheck if traditional class grades are not used.)  |
| Calculate Overall Class<br>erms<br>lick a term heading to view<br>▶ 16-17       | Grades I (Uncheck if traditional class grades are not used.)<br>The associated reporting terms.   |
| Calculate Overall Class<br>Ferms<br>Click a term heading to view<br>16-17<br>S1 | Grades  ☑ (Uncheck if traditional class grades are not used.) the associated reporting terms. ✓ (7 / 7 Reporting Terms Set ✓ (3 / 3 Reporting Terms Set |

#### View High School Formula Traditional Grade Calculation Formulas

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### **Editable: S1 Formula**

| Traditional gr                                     | <b>•</b> 16-17   |   |                                      |          |     | 🖌 (7 )    | 7 R  | ер  | orting | Term | s Set)  |         |
|--|--|---|--------------------------------------|----------|-----|-----------|--|-----|--------|------|---------|---------|
| Name   | 7 reporting  | terms as                                | sociated to the 16                   | 6-17 ter | m   |           |  |     |        |      |         |         |
| Description  | Reportin   | g Term                                  |                                      | Formu    | la  |           | Status   |     |        | Vie  | w       |         |
|  | Y1   |   | Term Weighting                       |          |     |           | <ul> <li>Image: Image: Ima</li></ul> |     |        | 1    |         |         |
| hools  | S1   |   | Term Weighting                       |          |     |           | *  | -   | 1      |      |         |         |
| oose your scho                                     | Q1   |   | Total Points                         |          |     |           |  | ~   |        |      |         |         |
| Schools<br>Search                                  | Q2   |   | Total Points                         |          |     |           |  |     | -      | 1    |         |         |
| Sch<br>Apple Grove I                               | S2   | Ter                                     | m Weighting                          |          | 1.5 |           |  | 10  |        |      |         |         |
| Calculate Ove                                      | Q3   |   | Туре                                 |          |     | Attribute |  |     | Weig   | ht   | Percent | Remove  |
| erms   | Q4   | F                                       | eporting Term                        | • *      | Q1  |           | •  | *   | 40     | *    | 40%     | -       |
| ck a term head                                     |  | F                                       | eporting Term                        | • *      | Q2  |           | •  | *   | 40     | *    | 40%     |         |
| S1<br>S2   |  | F                                       | Reporting Term                       | • *      | E1  |           | •  | *   | 20     | *    | 20%     |         |
| Legend<br>Icons ✓ - Formula<br>default   🗐 - No re | a set   🕂 - Category/reporting porting terms for this term   * | term is unavailable<br>- Required Field | e for a school where this formula is |          |     |           |  | 1.0 |        |      | HC      | ME BASE |

#### View High School Formula Traditional Grade Calculation Formulas

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### **Uneditable: S1 Formula**

| aditional gr       | <del>*</del> 16-17   |                       |                   |                     | ✓ (7) | 7 / 7 Reporting       | Те    | rms Se      | t)     |           |
|--------------------|--|-----------------------|-------------------|---------------------|-------|-----------------------|-------|-------------|--------|-----------|
| ne                 | 7 reporting terms a  | ssociated             | to the 16-17 term |                     |       |                       |       |             |        |           |
| scription          | Reporting Term   |                       | Formula           | Formula Status View |       |                       |       |             |        |           |
|                    | Y1   | Term W                | eighting          | ighting             |       |                       |       |             |        |           |
| ols                | S1   | Term W                | /eighting         |                     |       |                       |       |             |        |           |
| e your scho        | Q1   | Total Po              | al Points         |                     |       |                       |       |             |        |           |
| rch                | Q2   | Total Po              | oints 🖌 🗾         |                     |       |                       |       |             |        |           |
| Sch<br>ple Grove I | S2   | Term V                | Term Weighting    |                     |       |                       |       |             |        |           |
| culite Ove         | Q3   | Total P               |                   |                     | Uses  | he student's calculat | ted p | percent (Al | pha So | ales) or  |
| 5                  | Q4   | Total P               |                   |                     | Examp | ble: 95.3% or 3+.     | arce  | y nom the   | report | ing term. |
| erm headi          |  | 17/7 Bana             | Туре              |                     |       | Attribute             |       | Weigh       | t      | Percent   |
|                    |  | ✓ (3 / 3 Repo         | Reporting Term    | * *                 | S1    | ¥                     | *     | 1           | *      | 50%       |
| end                |  | ✓ (3 / 3 Repo         | Reporting Term    | *                   | S2    | ٧                     | *     | 1           | *      | 50%       |
| ult   🗐 - No rep   | set   A - Category/reporting term is unavailab<br>orting terms for this term   *- Required Field | le for a school where | e this formula is |                     |       |                       |       |             | -      | OME B     |

### **Traditional Grade Preferences**

**Navigate:** Change to School level: Setup > School > Grading > PowerTeacher Pro Settings > Grade Calculations: Traditional Grade Preferences

| Gradebook Setup                        |   |
|--|---|
| Display Settings                       | Select options to determine how the class lists and g<br>standards and traditional grades) appear in the grad |
| District Categories for Teachers       | Create district assignment categories for teachers.   |
| Grade Calculations                     |   |
| Standards Grade Preferences            | Determine the standards grades calculation settings   |
| Traditional Grade Calculation Formulas | Set up the traditional grade calculation formula.   |
| Traditional Grade Preferences          | Determine additional traditional grade calculation se   |



## **Traditional Grade Preferences**

#### Traditional Grade Preferences - Apple Grove High School

| Course Final Grade Formulas   |                           |
|-------------------------------|---------------------------|
| Calculation Formula           | A High School Formula DWK |
| Teachers Can Edit Calculation |                           |
| Teachers Can Edit Drop Scores |                           |
| Save Calculated Grades        |                           |
| Save Galculated Grades        |                           |
| Decimal Places                | 0 •                       |
| Round or Truncate             | Round •                   |
|                               |                           |
|                               |                           |
|                               | Submit                    |



## AGENDA

- **Creating Grade Scales**
- Setting Up PowerTeacher Pro
- Setting PowerTeacher Pro as the Default Gradebook
- Setting Up District Grading Preferences
- Creating District Categories for Teachers
- Creating Traditional Grade Calculation
   Formulas
- Setting Up Traditional Grade
   Preferences

#### **Setting Up District Grading Preferences**

- Configuring Standards Grade
   Preferences
- Configuring Display Settings

#### **School Level**

- PowerTeacher Pro Settings
  - District Categories for Teachers
  - Standards Grade Preferences
  - Traditional Grade Calcs & Prefs

#### **District Level**

Managing Next Year's Calculations



## Managing Next Year's Calculations

# **Navigate:** Change to LEA level: Setup > LEA > PowerTeacher Pro Settings > Manage Next Year Calculations

| Create Next Year's Calculations Prior to   | End-of-Year   |
|--|---|
| Use this optional feature to create a copy of the calculations settings for the during the current year. After completion, change the calculations as need year without affecting calculations for the current school year. Note that it subsequent changes to the current year calculations will not be migrated calculations as part of the end-of-year process. | the next school year<br>ded for the next school<br>this process is used,<br>to the next year<br>Create Calculations |

- Will not have any effect on current calculations
- In a "bubble" to protect current year calculations





Let's Talk .....

# PowerTeacher Pro VIEW Role ONLY And, how to launch a teacher gradebook

#### **Migrating Data**





## Assign the View Only Role to a Single User

**Navigate:** Search for and open the staff member account > Security Settings Page > Admin Access and Roles Tab

| Functions                       | filiations               | Admin Access and Roles   | Applications                                |        |                    |
|---------------------------------|--------------------------|--|---|--------|--------------------|
| Current Schedule<br>Information | inistrative<br>rerSchool | ۲  |   |        |                    |
| Print a Report                  | ne                       | trainps10  |   |        |                    |
| Photo<br>Schodulo Sotup         | rd                       | •••••  |   |        |                    |
| Schedule Matrix                 |                          | Admin (DPI USE ONLY) (   | 9) 🔻  |        |                    |
| Security Settings               | ign in<br>Times:         | <ul> <li>Any time</li> <li>Allow this user's access from (Choose times between 05:00 AM and 10:00 PM)</li> </ul> |   |        | Click 'Add' button |
| Transactions                    |                          |  |   |        |                    |
| PowerTeacher Pro                | C7                       |  |   |        |                    |
|                                 | ools [?]                 |  |   | Add    |                    |
|                                 |                          | School   | Roles (Group Name)                          | Action |                    |
|                                 |                          | Brawley Middle   | Default Group Access (Admin (DPI USE ONLY)) | 0 / -  |                    |
| 70                              |                          | Career Academy and<br>Technical School   | Default Group Access (Admin (DPI USE ONLY)) | 0 / -  | HOME BO            |

### Assign the View Only Role to a Single User



Select the schools the staff member should have PTPro view access for, then, Click Next button Roles and Schools [7]

Step 1: Schools Step 2: Roles Use Default Group Use All Roles Use Roles Without Security Groups School Administrator (No Group Defined) Teacher (No Group Defined) Counselor (No Group Defined) Data Export Manager Export Access (No Group Defined) Data Export Manager Export/Edit Access (No Group Defined) PowerTeacher Pro View Only (No Group Defined) Check the 'PowerTeacher Fin View Only' Role, then click OK button

| School                               | Roles (Group Name)                             | Action |
|--------------------------------------|--|--------|
|                                      | ······   |        |
| rawley Middle                        | Detault Group Access (Admin (DPI USE ONLY))    | 0 / -  |
|                                      | Power reacher Pro View Only (No Group Defined) |        |
| areer Academy and Technical<br>chool | Default Group Access (Admin (DPI USE ONLY))    | 0 / -  |
| eleste Henkel Elementary             | Default Group Access (Admin (DPI USE ONLY))    | 0 / -  |
|                                      | PowerTeacher Pro View Only (No Group Defined)  |        |

Brings you back to Admin Roles and Access tab - see the role. Scroll to bottom and click Submit

HOME BASE

Add

# Administrators Viewing Teachers PTPro Gradebook








## Different methods to launch PowerTeacher Pro

**Navigate:** Change to School Level > Start Page > Teacher

Schedules > Select a Teacher> Click PowerTeacher Pro to launch





School: District Office Term: 16-17 Year

## 





PowerSource > Support > PowerTeacher > FAQ: What data migrates

- Certain conditions need to be met in order to successfully migrate assignment data into PTPro
  - The GradebookType field is set to Powerteacher Pro for section(s) for the current year
  - No assignments exist in PowerTeacher Pro
  - At least one assignment must exist in PTG for current year
- If the above conditions are met, the first time a teacher launches PTPro, a Migrate Data to PowerTeacher Pro screen appears
- If a co-teacher launches PTPro before the lead teacher, all classes in which the co-teacher can edit will be migrated.

Power Source -KBase # 77198 PS10x PTP Data Migration Guide

HOME BASE



## Migration - What Data is NOT migrated

- 1. Custom grade scales
- 2. Score codes
- 3. Calculation settings
- 4. Content Links
- 5. Teacher-defined student fields







