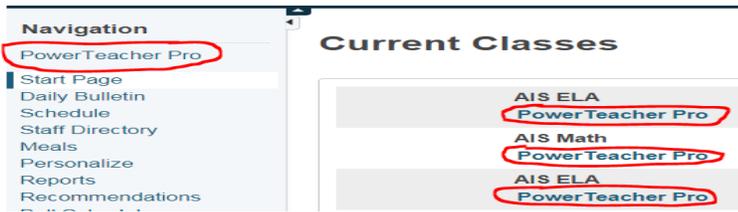


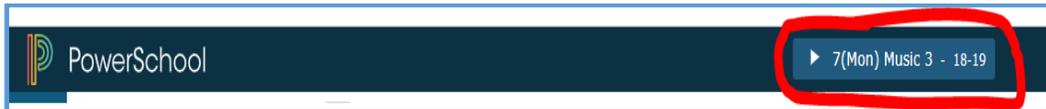
PowerTeacher Pro – Standards

Log on to PowerTeacher Pro (do not use the Launch button). Click on the words **PowerTeacher Pro**.

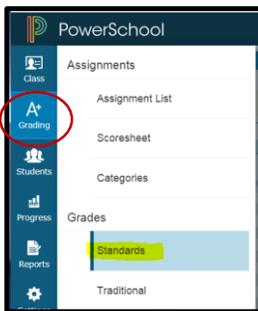


How to View Class Standards

1. Click on the **class selection button** near the top center of the screen.
2. Click on the class you need from the drop down list.



3. To view all Standards for a particular class (such as ELA Reading), click on **Grading (A+ icon)**.
4. Click on **Standards**.



5. The **Standards page** will open – see below.

This screenshot shows the Standards for ELA Writing 3 for T1

The screenshot shows the Standards page for '2(Mon-Fri) ELA Writing 3'. The page title is 'Grades: Standards - T1'. Below the title, there is a 'Read Only View' warning. The main content area shows a table with columns for 'STUDENT (13)', 'ES35 WR 1', 'ES35 WR 2', 'ES35 WR 3', 'ES35 WR 4', 'ES35 WR 5', 'ES35 WR 6', and 'ES35 WR 7'. The 'ES35 WR' columns are highlighted in yellow. A red arrow points to the 'T1' dropdown menu at the top right of the table. Two red boxes with arrows pointing to the table contain the following text:

This column IS NOT used for elementary grading

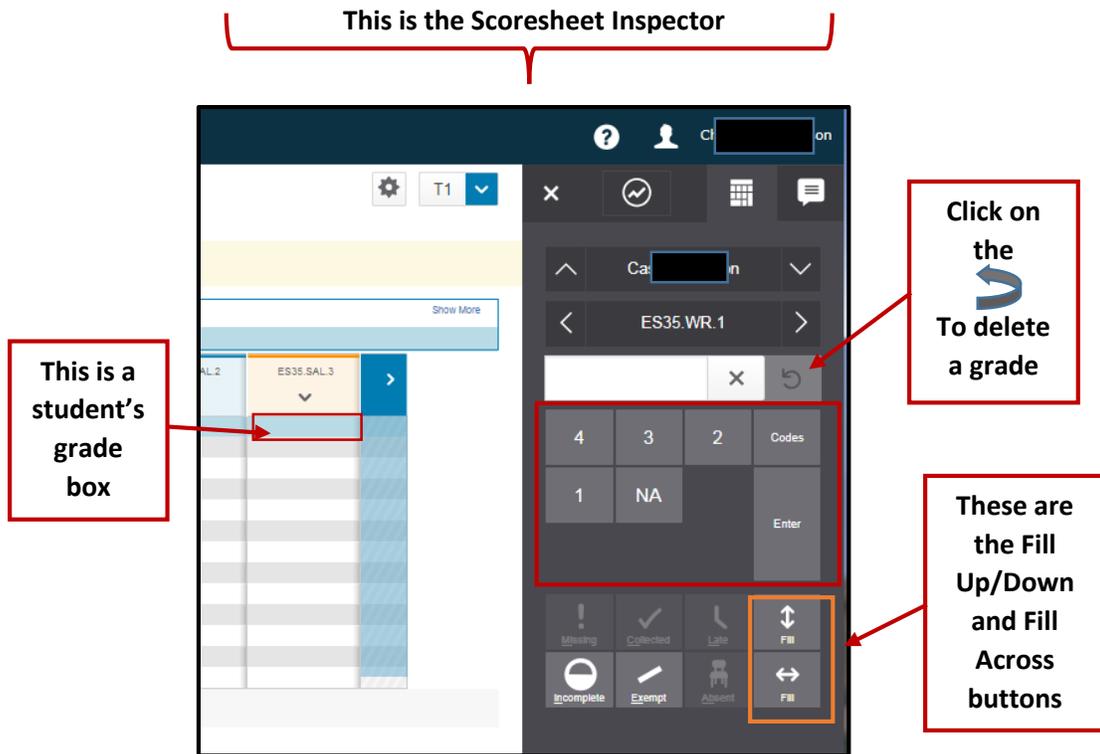
Shows the Standard Identifier. To view the Standard name/description, hover your mouse on the arrow under the Standard

FYI - To view the Standards for a different Trimester, click on the arrow next to the **T1** down arrow at top of Right corner of screen (under your name)



Add Standards Grades

1. Click on a grade box next to a Student and the Score Inspector will appear on the Right side of your screen.
2. You will see the grades that are available to be entered for this particular Standard (other Standards may only allow Comments or an X)
3. This example shows a 1-4 grade scale and other components of the Score Inspector.

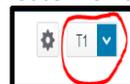


To Fill Grades Down and/or Across

1. Look at the above screenshot to see the **Fill Up/Down** ↑ and **Fill Across** ↔ buttons.
2. The **Fill Across** button will allow you to populate the same grade across all of one student's Standards
3. **The Fill Down** button will allow you to populate the same grade for all students for all students for that particular standard.

See Class Standards on one Page for one Student

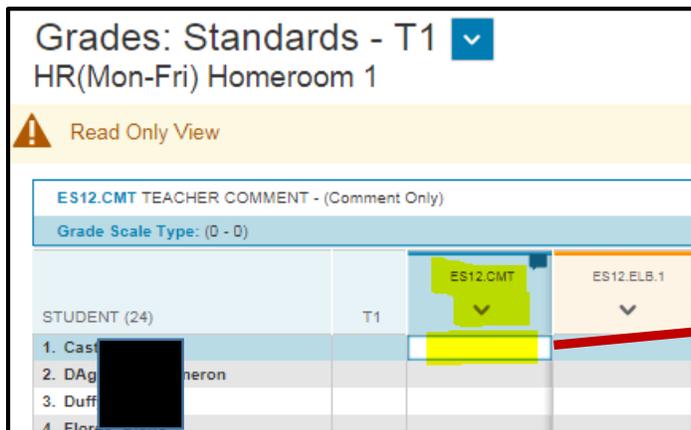
1. Click on the **A+** button on the Charms bar (on the left side of the screen)
2. Click on **Standards**
3. Click on a **Student's name**
4. A new page will open showing all the Standards for a Trimester for that particular class. To view a different Trimester, click on the Term selection button



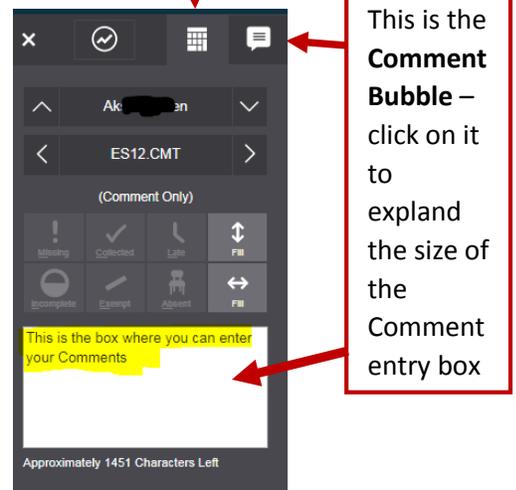
Enter Comments on Scoresheet

The Comment Standard will appear in your HR class.

1. On the Scoresheet, click on a student's grade box – make sure the Standard requires a comment. These Standard identifier will show CMT as part of the identifier.
2. The Score Inspector will open allowing you to type into the comment box (you can copy and Paste from Microsoft word or Notepad).
3. You can click on the **Comment Bubble** to enlarge the view of The Comment entry box.



Click here to revert back to a smaller size score inspector



When you have finished entering comments you may click on the “grid” icon next to the Comment Bubble to revert back to a smaller size Score Inspector.

Enter an “X” for a Standard

1. If a Standard requires an “X”, click on the student's grade box on the Scoresheet.
2. The Score box will appear on the right side of the page.
3. Click on the **X button** on the Score Inspector
4. The student's grade box will display an X.

