






























## PowerTeacher Basics

**Current Classes**

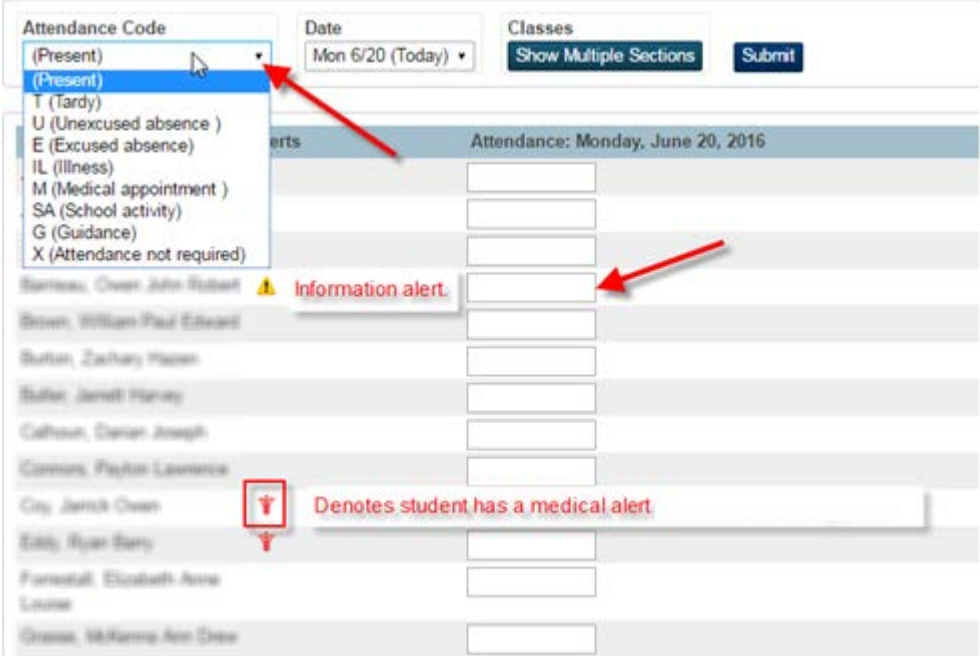
5(A)	Homeroom PowerTeacher Pro	      
2(A)	Mathematics 9 PowerTeacher Pro	      
4(A)	Calculus 120 PowerTeacher Pro	      
6(A)	Pre-Calculus B 120 PowerTeacher Pro	      

Clicking PowerTeacher Pro will open the grading program.

These icons provide access to a variety of tools for the associated class.

 Clicking on the Chair will open the Daily Attendance feature. By default, it will be set up to take attendance for the current date. By using the drop-down, you can change a single day's attendance for previous/future dates as well.

PowerTeacher defaults to the Present attendance code. If all students are present, simply click the Submit button.



Attendance Code: (Present) | Date: Mon 6/20 (Today) | Classes: Show Multiple Sections | Submit

Alerts: Attendance: Monday, June 20, 2016

Students: Barnes, Owen John Robert; Brown, William Paul Edward; Butler, Zachary Hason; Butler, Jerald Harvey; Callison, Dorian Joseph; Connors, Peyton Lawrence; Coy, Jerrick Owen; Eddy, Ryan Gary; Farnstead, Elizabeth Anna Louise; Gross, Williams Ann Drew

Information alert.

Denotes student has a medical alert



The image above highlights several other functions/alerts provided in PowerTeacher.


To change a student's attendance, you can either click in the cell beside the student name (to change individually) or change the attendance code (as shown above) and then click inside each student cell to whom the new code applies.

As attendance is changed for a student, a comment box also appears to allow for greater communication among all staff.

You should also make note of two alerts which may be displayed each time PowerSchool/PowerTeacher is accessed. If a student has a medical alert entered, the Medical Alert symbol will display. Clicking on that icon will provide details about the medical condition.

The yellow caution symbol is a generic alert, which schools may use to convey other information to teachers.

	<p>The calendar icon allows you to change multi-day attendance for students.</p>		
	<p>The backpack icon provides access to a variety of student information. Clicking the backpack will open the list of students in the class, and you can then choose from any of the following menu items:</p> <table border="1" data-bbox="342 625 1404 1060"> <tr> <td data-bbox="342 625 716 1060"> <ul style="list-style-type: none"> <li>Cumulative Grade Information</li> <li>Demographics</li> <li>Graduation Plan Progress</li> <li>High School Report Card</li> <li>Meeting Attendance</li> <li>Net Access Summary</li> <li>Print A Report</li> <li>Quick Lookup</li> <li>Recommendations</li> <li>Schedule</li> <li>Student Photo</li> <li>Submit Log Entry</li> <li>Teacher Comments</li> <li>Term Grades</li> </ul> </td> <td data-bbox="716 625 1404 1060"> <p><b>Demographics</b> – all contact information entered into PowerSchool</p> <p><b>Net Access Summary</b> – provides information on last time Parent and Student Portal was accessed</p> <p><b>Quick Lookup</b> – Two week summary of attendance, and current grades for all courses (based on PowerTeacher Pro information).</p> <p><b>Schedule</b> – Student’s full schedule.</p> </td> </tr> </table>	<ul style="list-style-type: none"> <li>Cumulative Grade Information</li> <li>Demographics</li> <li>Graduation Plan Progress</li> <li>High School Report Card</li> <li>Meeting Attendance</li> <li>Net Access Summary</li> <li>Print A Report</li> <li>Quick Lookup</li> <li>Recommendations</li> <li>Schedule</li> <li>Student Photo</li> <li>Submit Log Entry</li> <li>Teacher Comments</li> <li>Term Grades</li> </ul>	<p><b>Demographics</b> – all contact information entered into PowerSchool</p> <p><b>Net Access Summary</b> – provides information on last time Parent and Student Portal was accessed</p> <p><b>Quick Lookup</b> – Two week summary of attendance, and current grades for all courses (based on PowerTeacher Pro information).</p> <p><b>Schedule</b> – Student’s full schedule.</p>
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 This icon provides you with the list of all students in the class with a PLP identified in PowerSchool – along with the summary information which has been entered.

<p><b>Navigation</b></p> <ul style="list-style-type: none"> <li>Start Page</li> <li>PowerTeacher Pro</li> <li>Daily Bulletin</li> <li>Schedule</li> <li><b>Staff Directory</b></li> <li>Meals</li> <li>Personalize</li> <li>Gradebook</li> <li>Reports</li> <li>Recommendations</li> <li>NB Reports</li> </ul>	<p><b>NB Reports</b></p> <ul style="list-style-type: none"> <li><b>Attendance</b></li> <li>Period Attendance by Class</li> <li><b>Emergency Medical</b></li> <li>Student Medical Summary</li> <li>Student Medical Emergency</li> <li><b>Student Listings</b></li> <li>Student Birthdays</li> </ul>	<p>From the main PowerTeacher page, the left-hand menu also provides links to additional information.</p> <p>The NB Reports link provides teachers access to some of the printable reports developed by EECD.</p> <p>These reports may be useful for teachers wishing to check on student attendance for any of your students (for any of their courses), or to print medical information for one or all of your classes.</p>
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**Schedule** Clicking the Schedule link from the main page will bring a visual (matrix) view of your teaching assignment.

Schedule								
Sections for current school only.								
Day	Terms	1	2	3	4	5	6	
A	15-16	S1	Mathematics 9 Room: 264		Pre-Calculus A 120 Room: 264	Pre-Calculus A 120 Room: 264	Homeroom Room: 264	Pre-Calculus B 120 Room: 264
		S2				Calculus 120 Room: 264		Pre-Calculus B 120 Room: 264