

# Powerschool Gradebook

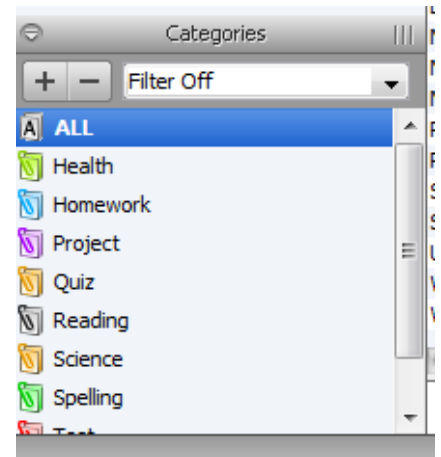
Late Start 10/30/13

Uowles Elementary

Melissa Gorsegner

## Creating Categories

- Find the categories box on the bottom left of the gradebook screen.
- To add and create a category, click the + sign.
- Chose the name, abbreviation, and color for the category.
- always **UNCHECK** the box that says “Include in Final Grade.”

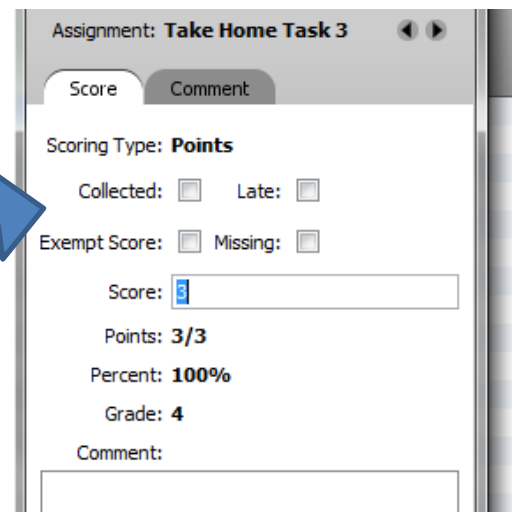


## Marking Specific Assignments

- Right click on a student's name and click the option you'd like to mark for that student.

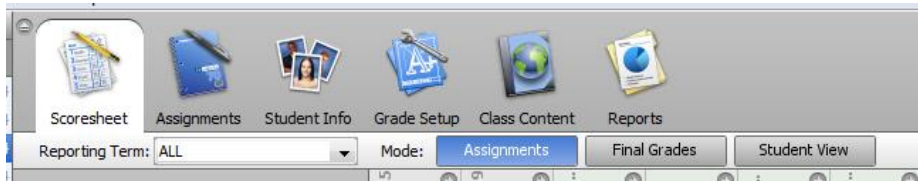
OR

- Right click on a student's name and click “Show Score Inspector.”
- Click any of the options you'd like to mark for that student.
- You can also adjust scores and make comments for yourself.



## Making Reports:

\* Chose the Reports Tab on the top of the page



Name:	Description:
Attendance Grid	Student and date grid template for taking attendance
Category Total Report	Summary of category totals by section or by student
Final Grade and Comment Ver...	Final grades and comments by reporting term
Individual Student Report	Summary of class activity per student
Missing Assignment Report	Listing of assignments that have not been scored
Scoresheet	Student grade and assignment data
Standards Report	Standards Final Grades and Standards Assignment S...
Student Multi-Section Report	Student information from all of a student's sections.
Student Roster	Student demographic information listed one row per ...

## Missing Assignment Report

- If you have marked specific assignments with the “missing” option, this report will print out a list of missing assignments for students. They are on individual pages and can be handed out or sent home.

## Individual Student Report

- Click on subject area in which you want a report (ex. Language Arts).
- Click on “Individual Student Report” and run report.
- This report will show you each assignment score along with the category summary for each student.

10/10/2013	Spelling	Take Home Task 2	12	15	80	3
10/11/2013	Spelling	Spelling Test 2	7	10	70	2
10/17/2013	Spelling	Take Home Task 3	3	3	100	4
<b>Category Summary</b>						
<b>Category</b>	<b># of Asmts</b>	<b>Total Points Earned</b>	<b>Total Points Possible</b>	<b>Percentage</b>	<b>Letter Grade</b>	
Reading	2	15	15	100%	4	
Spelling	6	45	51	88.2%	3	

## Scoresheet

- Click on subject area in which you want a report (ex. Language Arts).
- Click on “Scoresheet” and run report.
- This report will give you a scoresheet of your entire class showing their individual scores for each assignment.

Section: P1(A-E) Language Arts 3

	Take Home Task 1 Oct 3, 2013 PTS 8 x 1.00	Spelling Test 1 Oct 4, 2013 PTS 10 x 1.00	Spelling Fix it Unit 2 Oct 9, 2013 PTS 5 x 1.00	Take Home Task 2 Oct 10, 2013 PTS 15 x 1.00	Spelling Test 2 Oct 11, 2013 PTS 10 x 1.00	Take Home Task 3 Oct 17, 2013 PTS 3 x 1.00
3	7	8	5	9	7	3
1	7	12	5	9	9	3
	6	9	5	Ex	6	0
	7	7	5	10	6	
	7	11	5	12	7	3
	7	6	4	10	4	1
	0	11	5	15	11	0
	4	12	5	10	13	0