Standards-Based Grading

Kdg Grade Instructions

ENTERING GRADES

Launch and set up grade book:

- Sign in to your **PowerTeacher** Account.
- In upper right hand corner - Choose current school year.
- On the Score sheet tab>choose the current reporting term>click the Final Grades button. The list of Standards will appear across the top of the page for the selected subject section.

Hint: Hovering within the standard will reveal the entire text of the box

Note: Reading section contains Language standards, Language section contains Writing standards.

How to enter grades:

- For a single entry grade, right-click in the box. Click Grade>choose the grade.
- Right-clicking in a cell will reveal several options to use when entering grades.
- The Score Inspector allows options for editing grades and allows for scrolling through the students or the standards.

Teacher Comments:

- The Teacher Comments section of the Report Card pulls from the comments entered in the Personal/Social Subject area. One comment per grading period. Comments have a limit of 300 characters.
- Comments from Specials Teachers: One comment per grading period will print on the Report Card. Comments have a limit of 300 characters.
- The First Grade Report Card allows comments for the following Standards:
  - Sight words goal 50.

Save before leaving the grade book.

ATTACHING STANDARDS TO ASSIGNMENTS

Teachers can either enter standards-based final grades manually, or attach standards to assignments and auto-calculate standards-based scores from an assignment.

Teachers can choose to view the Scoresheet in one of three modes.

- **Assignments mode** to use the Standards drawer to view standards scores associated with assignment scores.
- **Student View mode** to grade standards for individual students and students in groups.

- **Final Grades mode** displays each standard associated with the class in its own column. Teachers can enter scores directly on the Scoresheet or they can use the Fill Scores tool to assign the same score to the entire class. The score inspector displays the grade scale. If Include Comments was selected during setup, teachers can use the standard comments column to record comments related to the particular standard associated with assignments.

VIEWING AND REPORTING STANDARDS SCORES

Once a teacher has entered standards grades, the grades are available immediately in PowerSchool. You can choose several different ways to view standards grades and run reports on standards.

- **Navigate to the Quick Lookup** student page and click the Standards Grades tab Parents and students see the same information on the Grades and Attendance page.
- **Navigate to the Standards student page** to review standards scores organized by section, or to change the student's historical standards final grades and comments.

RUNNING REPORTS

To run the Report Card:

In **PowerTeacher:**

Click **Reports** in the Navigation pane on the left.
In the drop down window, click the **Standards Report Card – Grade > Submit**
On the Report Queue Page you will see the report running. Click the Blue Refresh Button until the status changes to **Completed.** Then click the **View** link.

A pdf report will open. In the Print options, choose the pages and the **option Fit to page**. Click Print.

JUST A REMINDER:

For additional PowerTeacher Pro Gradebook help, please see the PowerTeacher Pro Live Binder on the staff page of the district website. There you will find videos and documents, along with tips and tricks to help you navigate PowerTeacher Pro gradebook.