

PowerTeacher Gradebook How to Log In

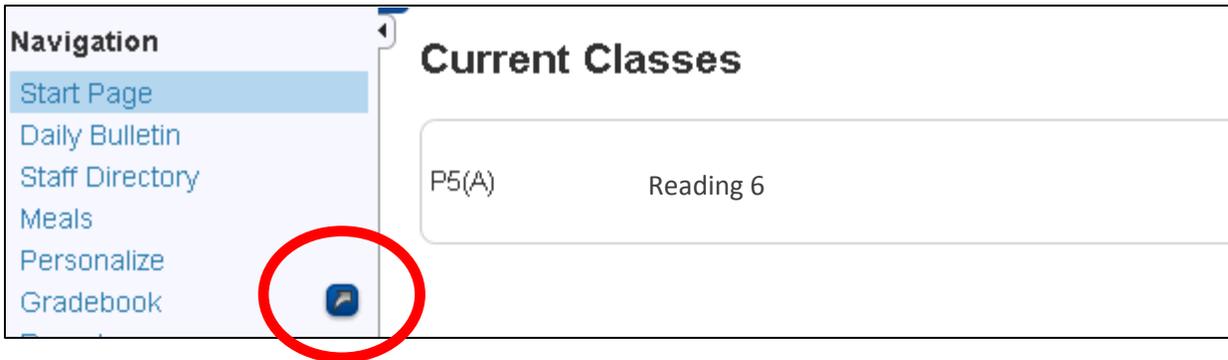
You can access the gradebook from any computer with Internet access.

1. Go to <https://powerschool.mansfieldct.org/teachers> and login with your username and password.



The screenshot shows the PowerTeacher login interface. At the top, the word "PowerTeacher" is displayed in a large, blue, sans-serif font. Below this, the heading "Teacher Sign In" is centered. There are two input fields: "Username" and "Password", each with a corresponding text box. A blue "Sign In" button is located at the bottom right of the form area.

2. Click on the square blue arrow icon to launch the Gradebook.



The screenshot shows the PowerTeacher navigation menu on the left side of the page. The menu is titled "Navigation" and contains several items: "Start Page", "Daily Bulletin", "Staff Directory", "Meals", "Personalize", and "Gradebook". A small blue square icon with a white arrow pointing right is located at the bottom of the navigation menu, and it is circled in red. To the right of the navigation menu, the "Current Classes" section is visible, showing a table with two columns: "P5(A)" and "Reading 6".

If you are prompted to install anything, click "yes" or "always". If it does not work on your home computer, you might need to go to <http://java.com> to install Java for free. If the gradebook takes a long time to open on your school computer, contact Jim Griffith as he knows the solution for fixing this on school computers.

3. The gradebook will now open and will look like this sample one:

The screenshot shows a gradebook application window. The top menu bar includes File, Edit, View, Tools, Attendance, Window, and Help. Below the menu bar is a toolbar with six icons: Scoresheet, Assignments, Student Info, Grade Setup, Class Content, and Reports. The main interface is divided into several sections. On the left, there is a 'Current Classes (Q2)' list with several class entries, each with a folder icon and a dropdown arrow. A red circle highlights the 'Current Classes (Q2)' header. Below this is a 'Student Groups' section with a 'Highlight Selected' button and a list of groups: Active (21) and Dropped (19). Below that is a 'Categories' section with a 'Filter Off' button and a list of categories: ALL, Homework, Project, Quiz, and Test. A red circle highlights the 'ALL' category. In the center, there is a 'Reporting Term: Q2' dropdown and a 'Mode:' section with buttons for 'Assignments', 'Final Grades', and 'Student View'. Below this is a 'Q2 In Progress' button. The main area is a table with columns for 'Stud...', '(Q2) Final Grade', 'A', and 'T'. A red circle highlights the first few rows of the table. A callout box points to the 'ALL' category in the 'Categories' section.

1st: Pull down menu to pick the marking period you want.

2nd: Click on the class that you want.

3rd: Now you'll see the students in that class.

The six icons at the top of the screen are:

- Scoresheet – displays the assignments and scores you have entered for the students.
- Assignments – displays the details of the assignments you have created.
- Students – contains some limited demographic data for each of your students.
- Grade Setup – displays the final grade setup for each term.
- Class Info – contains the basic information about the selected course.
- Reports – some options for printing reports from your gradebook.