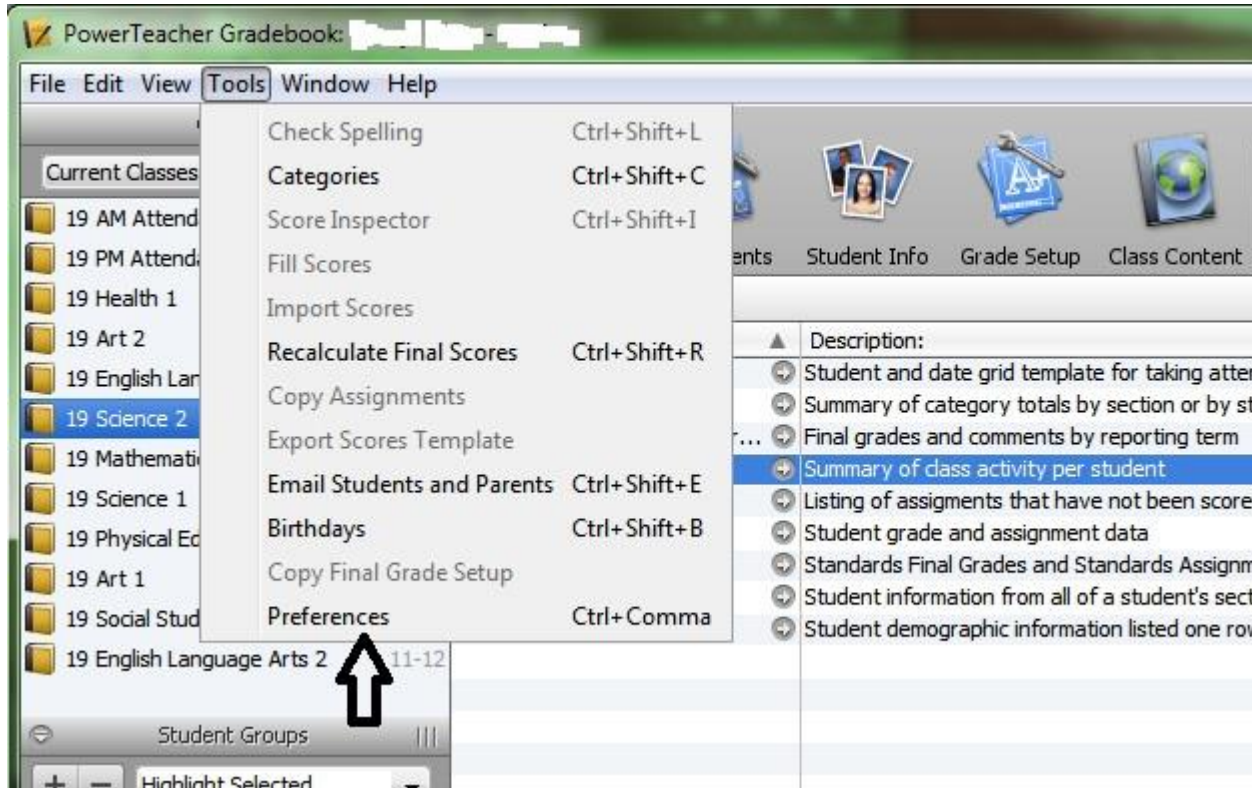
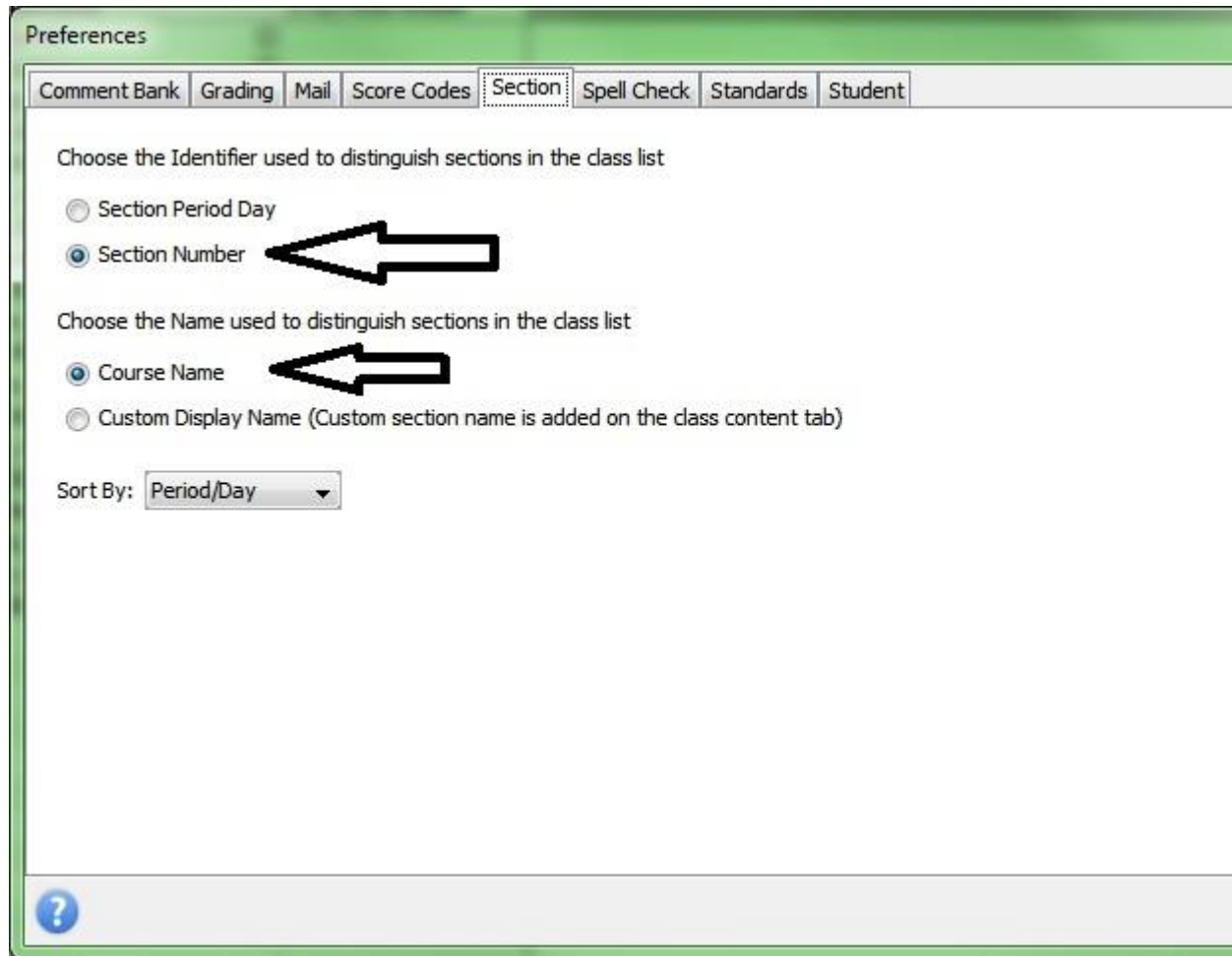


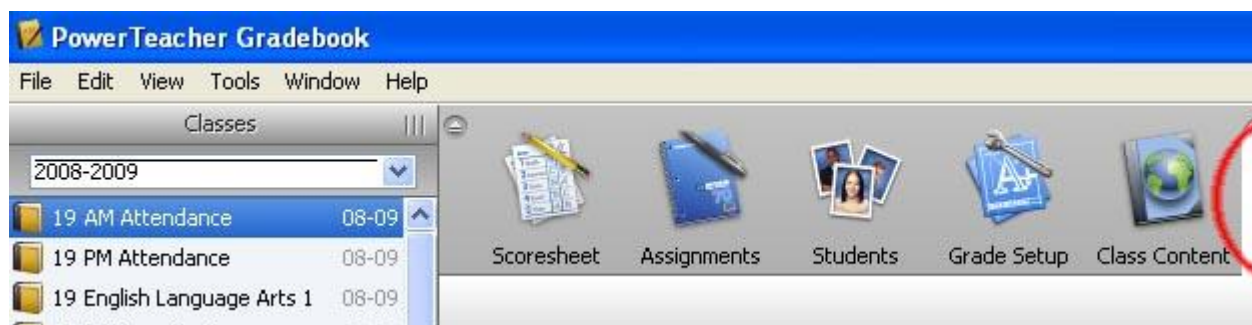
EXPORT INTERIM MARKS FROM THE POWERTEACHER GRADEBOOK

1. Change PREFERENCES to view reports by section. (This only needs to be done once).





2. From The PowerTeacher Gradebook, select "Reports".



3. Run "Individual Student Report" with "Output Type" set to "PDF" and "Student Field" set to "Student Number".

You can import EITHER a selected class or all of your active classes in one step.

The screenshot shows a software interface for generating reports. The top navigation bar includes icons for Scoresheet, Assignments, Students, Grade Setup, Class Content, and Reports. A list of report types is shown, with 'Individual Student Report' selected. Below, the configuration screen for 'Individual Student Report' is displayed, with several options circled in red: 'Output Type' set to PDF, 'Sections' set to Active Classes, 'Students' set to Enrolled Students, and 'Student Field' set to Student Number. The 'Run Report' button is also circled in red at the bottom right.

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
Student Multi-Section Report	Student information from all of a student's sections.
Student Roster	Student demographic information listed one row per ...

Individual Student Report

Criteria | Layout

Name: Individual Student Report

Description: Summary of class activity per student

Output Type: PDF HTML Export (CSV)

Sections: Selected Class Active Classes Order By: Section, Student

Students: Enrolled Students Selected Groups and/or Students

Student Field: Student Name Student Number Sort By: Number

Abbreviate: Assignments Categories

Include: Final Grades Assignments Comments Categories

Date Range: Manual This term only

Start Date: MM/DD/YYYY

End Date: MM/DD/YYYY

Run Report

4. Save the report. The file created here is the one that you will import into SchoolZone.

