

PowerSchool Dictionary - Terminology

Term	Description
Administrator	StartPage> Setup >District System Access to PowerSchool servers
All Enrollments	Refers to all classes for a student (current, dropped or previous years/terms)
Attendance	Start Page> Functions> Link to various attendance functions/reports
Attendance Change	Function to change attendance for an individual or group of students
Breadcrumbs	Links that show the navigation path to the page being displayed
Browse Students	Link that allows user to select from a grade, alpha letter or gender to view student information pages or run reports
Comparator	A value used when searching for specific information such as = equals > greater than # does not equal @wildcard
Current Grade Display	Determines where the information is being displayed from in Quick Lookup (Historical Grades OR PowerTeacher Gradebook)
Daily Bulletin	School defined news page
Dashboard	Displays District defined snapshots ie: enrollment trends,
Dependent Sections	Dependent Sections are entered on a section. It is a method used to assign all classes to a student using one placeholder class; by assigning the placeholder class, the student will also be assigned all other classes associated with it.
End Date	Class end date- last day class is in session, last day student was enrolled
Enroll Student	Enroll student function is used for current and Pre-enrollment - the difference being the enrollment date for the student
Enrollment	measure used to determine number of days student was enrolled in school
Enrollment Summary	Display grid of number of students by grade and gender- links allow selection of groups of students
Enter Attendance	Displays the current week on a grid to enter attendance for individual students
Entry Date	Date student is enrolled in school
Entry Status	Code which defines the entry status of a student- enrolled, pre-registered, transferred out
Exit Date	Date student is transferred out of school
Field	Fields are the placeholders of student data that comprises student information such as First Name, Last Name, DOB, Gender, etc)
Field List	A list of all the fields used to populate student information
Functions	Processes in PowerSchool which are carried out to obtain or update student information
Grades	Marks that are contained in the Gradebook, directly accessible only by the teacher and are referred to as Grades throughout PowerSchool and PowerTeacher. Reports are available to view gradebook setup, teacher assignments, student progress
Grade Level	Current academic grade of student
Grading- Start Page Setup	Link to setup pages for gradebook, storing marks, display settings
Group Functions	Group Functions are tasks that can be accomplished for a group of students. Menu is accessible via Special Functions menu, or by selecting a group of students, and using the Functions drop down menu at the bottom of the page.
Historical Grades	Historical Grades- marks that are stored from the Gradebook reside on Historical Grades page
How To Search	Link to instruction page on how to use search capabilities in PowerSchool
Inactive Students School	Interim school set up to accommodate students transferred out of current school
Insufficient Privileges	A message that will display if a link is selected for functions not used by EPSB or where settings are maintained at the district
IPP Module	EPSB built java application for IPP comments and all administrative functions for maintaining IPP's
Link	(Hyperlink)an element of an electronic source of information that branches users from one site to the next through links. Clicking on a hyperlink will guide the user to another webpage
List Students	Generate a list of user defined information for selected students
Log Entries	Notes pertaining to individual students. Categories and Sub-categories are district defined. PowerSchool Admin allows access to all students. PowerTeacher allows entries for students in a teacher's class
Logout	Button to click to close PowerSchool system

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Mass Enroll	Assign a group of students to a class-Enrolls currently selected students in a section.
Master Schedule	Displays classes at your school - user preferences allow filtering and sorting
Membership	Term used to describe the number of days a student was a member of school population
Modify Schedule	Assign classes to individual student- Displays, allows additions and deletions of students classes or schedule
Pages	Web pages displaying student Information
Permanently Stored Grades	Replaces Transfer Marks to Progress- marks are pulled from Gradebook into PowerSchool and stored in Historical Grades, which are automatically sent to District and updated hourly.
Personalize	Three options allow user to define Initial login screen, default student screen, and smart search/inactive students display
PowerScheduler	Link to scheduling engine and setup pertaining to next year scheduling
PowerSchool	Pearson built web based student information system that resides on multiple servers at the district. Consists of an Administrative portal and a Teacher Portal. Any change to information in PowerSchool is automatically triggered to send a transaction to the District. No manual upload or download process is required. Changes are processed hourly between the hours of 8 AM and 8 PM Monday through Friday. Budget Services information - special eligibilities and allocation levels are updated in PowerSchool via overnight automatic process.
PowerSchool Admin	Administrative portal for PowerSchool used by administrative staff at schools
PowerSchool Home page	Located on top left of PowerSchool page in big blue letters - clicking on PowerSchool will take you back to the Start Page (home)
PowerSchool Menu - Functions and Setup	Consists of web pages that are navigated to by clicking blue links to navigate to a new web page
PowerTeacher	PowerTeacher- is the portal that teachers use to access Student Information,Class information, Gradebook, and links to Progress/IPP modules that resides on multiple servers at the district. Information is populated by PowerSchool Admin. Individual teachers have access to PowerTeacher and the students they teach
PT Administrator	An additional tool for specified users to assist teachers with the PowerTeacher Gradebook
Progress/IPP Module	EPSB built web based Progress report and IPP modules- student information and marks are populated from District. Comments can be entered, but marks must be edited in PowerTeacher gradebook and PowerSchool historical grades.
Quick Lookup	Page displaying a student's classes, attendance and marks
Reports	Many reports can be located by using the Reports menu- Student Listings
School SIS	EPSB built Student Information application residing on an individual school server. Information is uploaded to from schools to the district and from the District back to the school via daily manual upload and download processes.
School	Current school - link to dropdown list of additional schools
School Start Page Setup	Contains pages for school defined information - Years and Terms, Class setup, display settings for quick lookup
Search Students	Find students
Secondary School	Interim school set up to accommodate students taking a course at another school
Sections	Rooms, Periods, Days Sections, Teacher, Section number, refer to properties when defining classes
Setup Menu	Links to various setup pages
Special Functions >School Functions	Links to Edit Messages, Progress/IPP, provides reports particular to school setup information, such as learning groups, dependent sections
Staff	Link to Staff search pages
Staff-	Initial staff setup is done at the district (online form) Editing staff information is done at the school.
Start Date	Class start day - first day class is in session, first day student was enrolled
Start Page	The screen displayed upon logging in to PowerSchool
Stored Search	Allows you to run a student search for school defined criteria that is required frequently

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Stored Selection	A group of students that have been stored based on specified search criteria - used when information for specified group is required frequently ie; Choir students can be identified, grouped and stored so the selection of students can be accessed quickly
Student Information Pages	web pages containing demographic, parent, emergency, citizenship, other (homeroom, residency) new- State Information - contains info required by Alberta Ed
Student Pages	Webpages that contain various screens about individual students (demographics, emergency, classes, attendance)
Submit	Button used to save information - Submit function generates a trigger which sends the changed information to the District
System	Link to specific functions related to PowerSchool system ie: Permanently Store Grades
Teacher Schedules	Displays a staff list with links to teacher's schedule (list of classes)
Term	School Year
Transfer Out	Step 1 of function to inactivate a student that has left your school
Transfer to Another School	Step 2 of function to inactivate a student that has left your school - student must be transferred to the Inactive Students School OR to the PowerSchool school where the student has transferred to
View Field List	Displays student data field listing-link to description of each field and where it is located in PowerSchool
Webpage	A document or information resource that is suitable for the World Wide Web and can be accessed through a web browser (Internet Explorer) and displayed on a monitor or mobile device
Web based application	An application that is accessed over a network such as the Internet. The ability to update and maintain web applications without distributing and installing software on potentially thousands of client computers is a key reason for their increased usage

PowerSchool Dictionary - Functions

Group Functions	Description
Attendance Change	Changes attendance records for one or many days for currently selected students
Counselor's Screen	Shows student pages for currently selected students
Enrollment Summary	Reports grade, gender, aboriginal ancestry breakdown for currently selected students
Export Using Template	Uses a template to exports data on currently selected students
List Students	Prints a quick list of currently selected students
Mass Enroll	Enrolls currently selected students in a section
Mass Print A Student Screen	Uses Windows and Internet Explorer to print student screen for currently selected students
Next School Indicator .	Sets the next school indicator for currently selected students (used for Pre-enrollment to indicate what school the student will attend next year)
Print Reports	Prints some reports for currently selected students, such as Student Correction Form
Print Mailing Labels	Prints mailing labels for currently selected students
Quick Export	Exports user defined data on currently selected students
Re-Enroll in School	Re-enroll students into the current school to reactivate the student in your school
Reports Menu	Goes to the Reports menu
Save Stored Selection	Saves the current selection of students - you can then select from the Stored Selections link to use the function menu for the group
Search For Perfect Attendance	Searches currently selected students for perfect attendance based on user preferred absence codes
Select Students By Hand	Allows for manual selection of a subset of students from currently selected students using the CTRL key
Student Field Value	Sets the value of a student field value for currently selected students such as Homeroom, French Hours
Student Schedule Report	Creates a printable student matrix report for the selected students where school has defined classes, periods, rotation days
Transfer Out Of School	Transfers currently selected students out of school - inactivates student at your school
School Functions	Description
Dependent Sections	Lists a Placeholder class and the additional classes linked to it
Diploma Exam	Classes List of all diploma exam classes/sections
Field List	Printable List of the fields list in a printable format
French hours assigned to classes	List of sections/classes and their French hours
French hours validation list #1	Students Where French Hours Are Not Indicated
French hours validation list #2	Students With French Eligibility Code But No French Hours
French hours validation list #3	Students With French Hours But No French Eligibility Code
Learning Groups	Lists Learning Groups attached to Sections (Classes)
Links	Links to important websites- Alberta Education, Student Information
Schools List	List of schools using PowerSchool
Secondary school student list -	Primary Students In This School Taking A Course At Another School
Secondary school student list -	Secondary Students In Another School Taking A Course At This School
Students with different Preferred/Legal First names	Students with different Preferred/Legal First names
Students with different Preferred/Legal Surnames	Students with different Preferred/Legal Surnames
Validate student data	Students missing gender, address, preferred name

PowerSchool Dictionary - Functions

Admin Function	Description
Budget Services Expiry Date	Displays expiry dates for students with special eligibilities
Edit Messages	View Online Edit Messages
HLAT Class Lists/Score Sheets	HLAT Class Lists/Score Sheets with various user choices
HLAT Test Results	HLAT Test Results with various user choices
Network IDs for Students New! - Network IDs for Students	Prints network ID's for user selected students, selected classes, or selected homerooms
Out of School Suspensions New! -	List or Update Out of School Suspensions for the selected month for submission to District
Progress/IPP/Admin Module	Launch the district Progress/IPP/Admin module

PowerSchool Dictionary - Setup
Strikethrough indicates not used at EPSB

Attendance Description	Definition	Required Y= Yes U = User preference
Attendance Codes	District defined attendance codes and their attributes-Read Only	Y
Attendance Code Categories	District defined attendance code categories such as tardy, absent	Y
Attendance Conversions	Define attendance calculation conversion settings used when calculating ADA (Average Daily Attendance)	Y
Attendance Tracking and Notification	Define parameters for attendance tracking and notification purposes	U
Full-Time Equivalencies (FTE)	Define student full-time equivalencies used when calculating ADA	Y
Preferences	Specify general attendance preferences- all EPSB attendance is Meeting Attendance	Y
Section Attendance Settings	Set attendance recording options for Sections that meet more than once on the same day	Y
Quick Look Up Preferences	Set display preferences for the Quick Look Up Report Page for totals to Count Multi-Period Meeting attendance once per day	U
Calendaring Description		
Automated Calendar Setup	Set up calendar days according to a pattern	U
Bell Schedules	Define bell schedules for the current school - periods which attendance is taken in	Y
Calendar Setup	Required for attendance to be taken - assign days to membership types and schedules	Y
Reporting Segments	School Defined beginning and ending dates for special reports	U
General Description		
Activities Setup-	Define school specific extra-curricular activities	
Balance Alert-	Define cutoffs for fee and lunch balance alerts	
Boundary-	Define the geographical boundary for this school	
Fee Types-	Define fee types	
Graduation Planner Setup	Enable Graduation Plan Progress for students	U
Miscellaneous	Define other setup items such as student info,term, teacher info	Y
Mobile Settings	Define mobile access setup items for this school	U
Sub Login Settings	School Defined substitute teacher login IDs and passwords	Y
Grading Description		
Class Rank Define-	Class rank types and set update frequency	
Comment Bank Define	Global teacher comment bank for gradebook only - NOT progress comments	U
Current Grade Display	Determine school specific quick look up screen settings	Y
Final Grade Setup	Define school specific beginning and ending dates and codes for marking grade terms	Y
GPA Student Screens-	Select GPA codes and headings for school specific GPA screen	
Honor Roll-	Define methods used to calculate honor roll	
Final Grade Entry Options-	Define PowerSchool Teacher Final Grade Entry settings	
Miscellaneous-	Define other grading related setup items	
Variable Credit Setup-	Update variable credit settings for all sections	
Scheduling Description		

PowerSchool Dictionary - Setup
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Attendance Description	Definition	Required Y= Yes U = User preference
Constraints	Define scheduling constraints for student for use with PowerScheduler	U
Course Groups	Define course groups for use with Graduation Sets	U
Courses	Associate courses to current school from district master list	Y
Days	Define day names for the current school year	Y
Departments	Define school specific departments	U
Facilities	Define school specific facilities	U
Graduation Sets	Sets up graduation requirements	U
Next School	Create next school indicator popups for current school	
Periods	Define period names for the current school year	Y
Preferences	Define scheduling preferences, teams, houses, buildings, section types for use with PowerScheduler	U
Regenerate Section Bitmaps-	Rebuilds the bitmaps for all records in the section table	
Rooms	Define school specific rooms	Y
Sections	Create and manage unique sections by course	Y
Years & Terms	Define term names and abbreviations with term beginning and ending dates- DO NOT CHANGE once school year has started	Y
EPSB Custom Description		
Follett Loan Types	Set up Follett Loan Types	Y
Follett Extract	Run the Follett Extract	U
Learning Groups	Setup Learning Group codes and descriptions	U
School Defined Fields	Setup up to 10 School Defined Fields, eg. Bus Route field, Team field	U
Student Information Message	Student information message for the Student Information Correction Form	Y