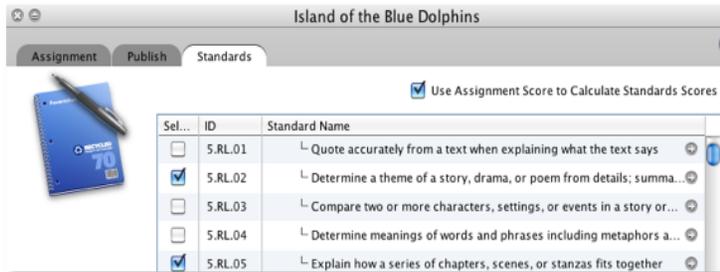


# PowerTeacher Gradebook Standards Quick Reference Card

## Attaching a Standard to an Assignment

In the gradebook, you can associate School standards with assignments. Standards are specific to a course and help you analyze student progress on assignments and assessments. Begin on a chosen class Scoresheet, and make sure you are viewing the Assignments mode:

1. Find the assignment you want to attach a standard to
2. Double-click the Assignment header
3. Click the Standards tab



4. To attach a standard, check the standard

To view the Standard Details, click the arrow to the far right to see the standard identifier, description, and grade scale.

5. If you want the score entered for the assignment to calculate the standards score, check **Use Assignment Score to Calculate Standards Scores**

Enable the auto-calculate and new assignment default setting in the gradebook preferences.

6. Click **Save**
7. Close the Assignment Details pane

Notice the Standard symbol "S" in the assignment header. This indicates that you attached a standard, and you can open the standards drawer. If the S has a gray background, you are still scoring those standards. If the S has a green background, you have completed scoring those standards. The gear icon with an arrow indicates that assignment scores are calculating the standard scores.

Students	Final Score	A	T	Fact/Main idea 12/07/2013	Rough Draft = "h... 01/11/2014	How to paper p... 02/09/2014
Anderson, Bethany	O-	87%	-	89%	80%	88%
Crando, Jordan	O-	88%	-	97%	90%	96%
Crando, Justin	O	91%	-	86%	90%	88%
Dumont, Clay	O	91%	-	95%	80%	100%
Godfrey, Joseph	S+	82%	-	83%	70%	88%

## Using the Standards Drawer

Click the "S" icon to open the standards drawer and display the standards that you attached to that assignment. Attached standards are listed to the right of the assignment header in hierarchical order. The titles of standards headers match the attached standards listed in the Assignment Details Standard pane. Standard levels are indicated by color. Top-level standards alternate between green and blue column headings. Subsequent standards use a different shade of the column heading color.

Students (20)	(S2) Final Gr...	A	T	Fact/Main idea 12/07/2013	Independent... Standards Ru... LTR	Writing proc... Standards Ru... LTR
Anderson, Bethany	O-	87%	-	89%	M	M
Crando, Jordan	O-	88%	-	97%	M	M
Crando, Justin	O	91%	-	86%	M	M
Dumont, Clay	O	91%	-	95%	M	M
Godfrey, Joseph	S+	82%	-	83%	M	M