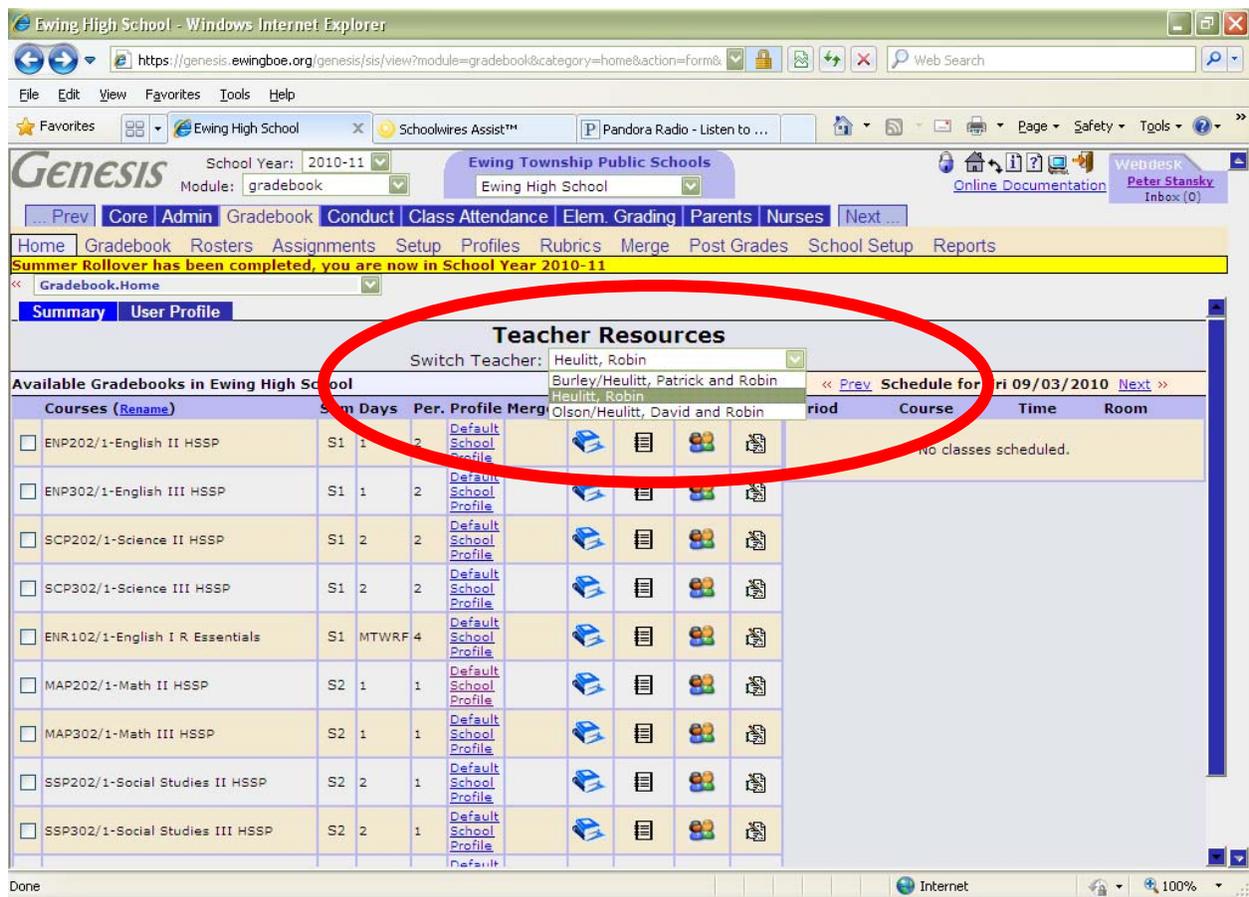


Switching Teachers

Some staff will have more than 1 teacher assigned to their user accounts. If more than 1 Teacher is assigned to your Genesis User Login, you will need to switch between the different teachers in your Gradebook to access other classes you may teach.

“Joint Teachers” have been created in Genesis to accommodate inclusion classes as well as any class that has two teachers who both need access to the student roster in their individual Gradebooks.

Users can switch between the different teachers assigned to their Gradebooks by navigating to the “Gradebook -> Home” menu and clicking on the “Switch Teacher” drop down, located directly underneath the “Teacher Resources” heading. See Below:



The screenshot shows the Genesis Gradebook interface for Ewing High School. The browser window title is "Ewing High School - Windows Internet Explorer". The URL is "https://genesis.ewingboe.org/genesis/sis/view?module=gradebook&category=home&action=form&". The page displays the "Teacher Resources" section, which includes a "Switch Teacher:" dropdown menu. The current selected teacher is "Heullitt, Robin". The dropdown menu is open, showing the following options: "Burley/Heullitt, Patrick and Robin", "Heullitt, Robin", and "Olson/Heullitt, David and Robin". The "Heullitt, Robin" option is highlighted. Below the dropdown menu is a table of available gradebooks in Ewing High School. The table has columns for "Courses (Rename)", "Sem Days", "Per.", "Profile Merge", "Period", "Course", "Time", and "Room". The table contains several rows of course information, including ENP202/1-English II HSSP, ENP302/1-English III HSSP, SCP202/1-Science II HSSP, SCP302/1-Science III HSSP, ENR102/1-English I R Essentials, MAP202/1-Math II HSSP, MAP302/1-Math III HSSP, SSP202/1-Social Studies II HSSP, and SSP302/1-Social Studies III HSSP. A red oval highlights the "Switch Teacher:" dropdown menu and the "Heullitt, Robin" option.

Courses (Rename)	Sem Days	Per.	Profile Merge	Period	Course	Time	Room
<input type="checkbox"/> ENP202/1-English II HSSP	S1 1	2	Default School Profile				No classes scheduled.
<input type="checkbox"/> ENP302/1-English III HSSP	S1 1	2	Default School Profile				
<input type="checkbox"/> SCP202/1-Science II HSSP	S1 2	2	Default School Profile				
<input type="checkbox"/> SCP302/1-Science III HSSP	S1 2	2	Default School Profile				
<input type="checkbox"/> ENR102/1-English I R Essentials	S1 MTWRF 4		Default School Profile				
<input type="checkbox"/> MAP202/1-Math II HSSP	S2 1	1	Default School Profile				
<input type="checkbox"/> MAP302/1-Math III HSSP	S2 1	1	Default School Profile				
<input type="checkbox"/> SSP202/1-Social Studies II HSSP	S2 2	1	Default School Profile				
<input type="checkbox"/> SSP302/1-Social Studies III HSSP	S2 2	1	Default School Profile				