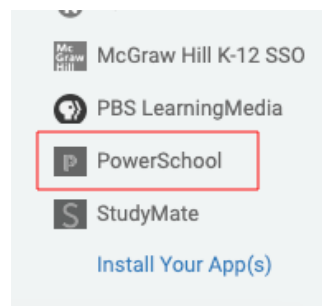# Schoology Gradebook vs PowerTeacher Pro Gradebook

What are the district's recommendations on using a particular gradebook for **elementary school sites**? The following are just suggestions, feel free to use whichever platform you wish.

- Grades K-3: teachers should work directly in PowerTeacher Pro (PTP) Gradebook
- Grades 4-8: teachers should use Schoology Gradebook
- Once you start using either gradebook, you must stick with that one until the end of the grading period. You could switch between grading periods (e.g., at the trimester), as switching in between will cause problems with synchronizing correctly
- *Because the PTP Gradebook is part of our Student Information System (SIS), this is the gradebook of record. Whether teachers work directly in the PTP Gradebook or pass scores to it from Schoology, what is in the PTP Gradebook is what informs the Report Card and is therefore the final gradebook of record. It is also the one that is viewable by families.*

Schoology Gradebook

If you choose to use the Schoology Gradebook, here are some suggestions. There will be a **video** created on how to run this procedure and placed under the Instructional & Technology website, under *Instructional Technology - Schoology* (click here for link)

- To begin, you will need to set up your Schoology Gradebook, this will be under "**Grade Setup**". However, these categories you create **must** match your PowerSchool categories. Here is how you can get the correct names of those categories
    - In Schoology, on the left column, go all the way to the bottom and click on **Powerschool**

    - If you get the 'Connect and authorize this account window?' window, please make sure it matches your account and approve it

○ Next, click on the **Configuration** button

○ Under **Grade Sync** , select the 'Schedule Sync' button and set this to synchronize either weekly, or daily. This will prevent all teachers from syncing on the last day of the trimester and bogging down the system.

Configuration

PowerSchool limits the characters for assignment titles to 50 characters. The checkbox below controls whether Schoolog detects one longer than 50 characters.

☑ **Automatically shorten assignment titles**

Grade Sync

☑ Schedule Sync

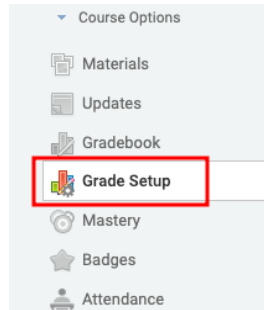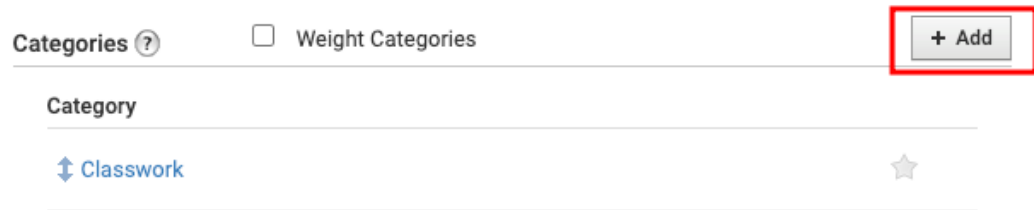| Frequency	Day	Time
Weekly	Sunday	12am – 3am

☐ Use this schedule for all my existing courses

○ Here you will see all the PowerSchool Categories. You can either open this window in a new tab, write them down or take a picture of them so you can create your Schoology Categories

Schoology Course Categories	PowerSchool Categories
-- ✓ Add	→ Assessment
-- ✓ Add	→ Assignments
-- ✓ Add	→ Benchmarks
-- ✓ Add	→ Classwork
-- ✓ Add	→ Engagement
-- ✓ Add	→ Final
-- ✓ Add	→ In Class Assignments/Tasks
-- ✓ Add	→ Project
-- ✓ Add	→ Quiz
-- ✓ Add	→ Take Home Assignment
-- ✓ Add	→ Test

○ With this information, you can now go create your Schoology Categories. On your Schoology left bar, click on **Grade Setup**

- ○ On the **Categories** section, click on the **Add** button to start adding your categories

- ○ From here, you will create the categories you got from the PowerSchool Categories windows we got in the last step. Feel free to pick and choose the ones you want to use. Make sure that the name of the category you type here **matches** exactly the same as the PowerSchool categories. Example below:

must match this

Define Categories

Map your Schoology categories to your categories in PowerSchool for this s

Note: Any Schoology categories that are not mapped to a PowerSchool category will not be ir
Test/Quizzes, and Discussions associated with those categories will also be excluded.

Schoology Course Categories		PowerSchool Categories
-- ⌄ Add →		Assessment

- ○ The **Grading Periods & Final Weights** should contain three trimesters, see example below. When you are done with all your changes/settings, click on the blue button on the bottom of the screen, **Save Changes**.

Grading Periods & Final Weights ⑦

Period	Weight	%
⊙ 2024-2025 Trimester 1	100	33.33%
⊙ 2024-2025 Trimester 2	100	33.33%
⊙ 2024-2025 Trimester 3	100	33.33%

- ○ Finally, once you have created your Schoology Categories
- You will only need to go into the PowerTeacher Pro Gradebook at the end of the semester/trimester to **finalize** grades and **post comments**
- If at some some point you notice that the scores in PTP Gradebook do not match your Schoology Gradebook, **DO NOT** overwrite them in PTP Gradebook, call for help
- On your Grading Category window, ALWAYS calculate by Total Points, NEVER by percent, see below:

Edit Grading Category ✕

Category Name: * Assessment

Calculated by: * Total pts ⌄
Total pts
Drop lowest: Percent

Save Changes Cancel

- Never check the "Weight Categories" box, leave it EMPTY

ELA 6th: Section 1 ▸ Grade Setup

Categories ⑦ ☐ Weight Categories

Category

Leave this box

- Finally, we recommend that you select 'hide' on the two listed boxes below. This will prevent unequal scores between Schoology and PowerTeacher Pro Gradebook:

Visibility Settings

☐ Hide overall grade in student grade report

☐ Hide grading period grades in student grade report

☐ Hide total points achieved in student grade report

Check these two boxes

PowerTeacher Pro Gradebook

If you choose to use the PowerTeacher Pro Gradebook (PTP Gradebook), there are already **videos** created to help you navigate. They are placed under the Instructional & Technology website, under *Assessment - Gradebook* (click here for link)