

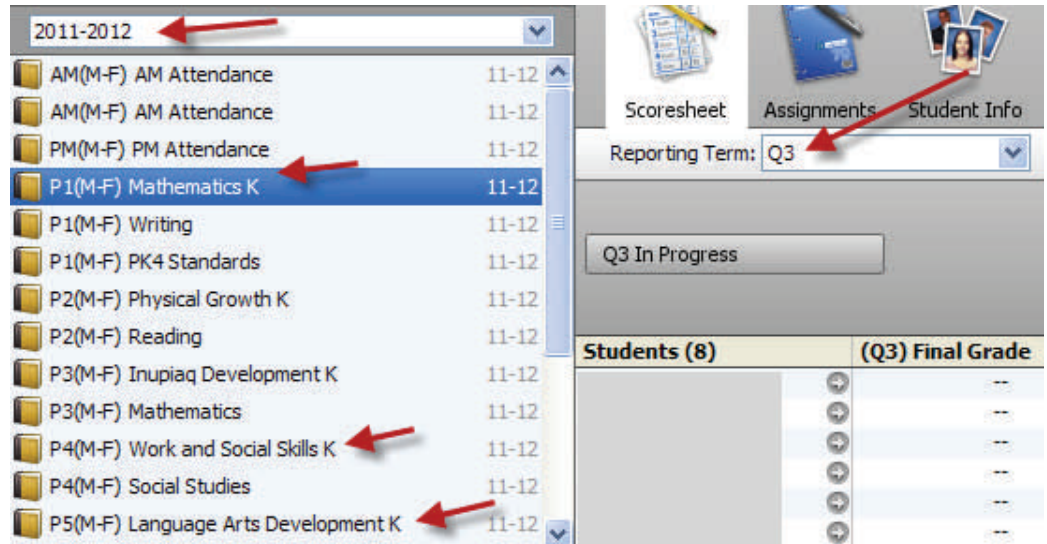
Progress Reports – Kindergarten

This guide will walk you through the steps of entering comments for the Kindergarten progress report in PowerSchool.

Log into PowerTeacher and launch your Gradebook.

Make sure you are viewing the current year and that the reporting term is correct by checking the year you are viewing and the current reporting term.

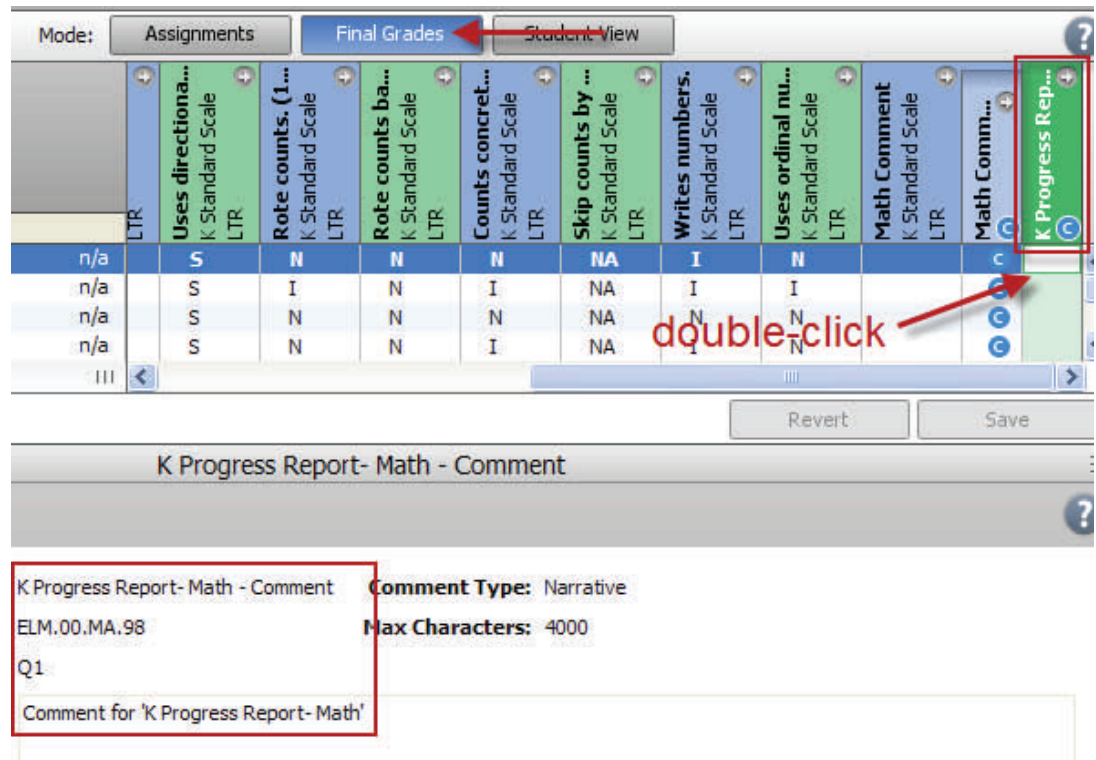
Comments for Kindergarten progress reports will be entered in the three different classes; Mathematics K, Work and Social Skills K, and Language Arts Development K.



Click on one of those three classes and make sure you are viewing the Scoresheet tab, then click the 'Final Grades' button. This will show all the standards that you use to enter report card grades. At the far right is the standard for the progress report comment.

The standards are written vertically and are hard to read, to see the entire standard double-click the colored column, you will then see the description pop-up below the scores.

To enter a comment for a student double click in the column beneath the progress report comment.



When you are done with a class, save your Gradebook and proceed to the next class.

To see an example of the Kindergarten progress report look