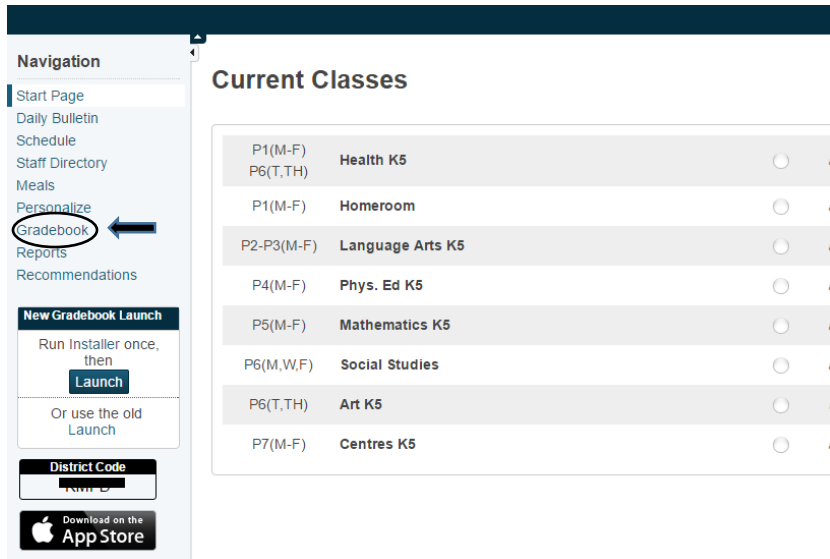


## How to install Gradebook on Windows:

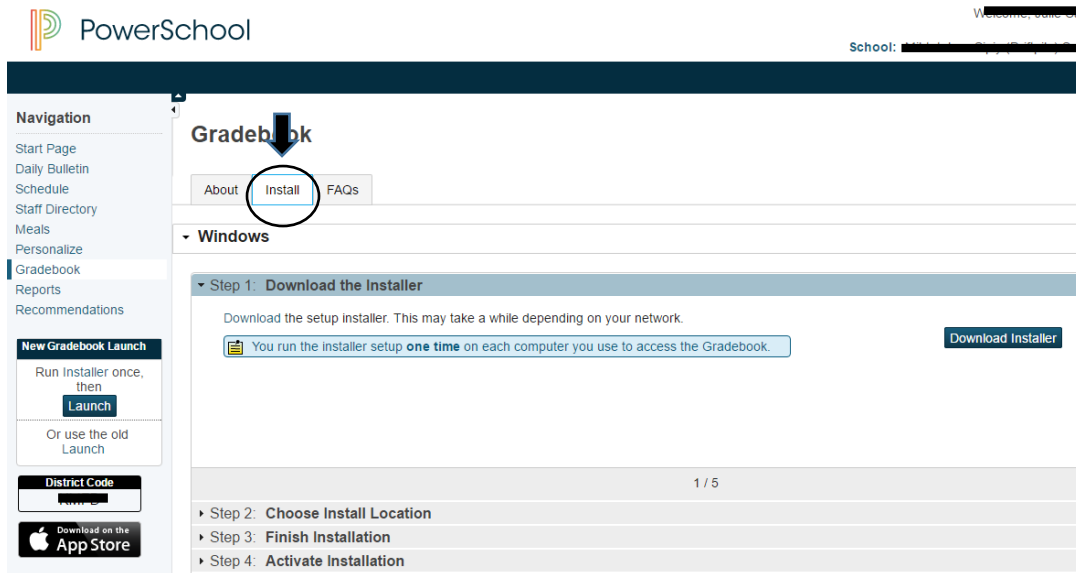
1. First Sign into Power Teacher, use your appropriate login. Ie: Username & Password and URL
2. Under the navigation toolbar on the left hand side of the homepage, look for a header that says **“Gradebook”**



The screenshot shows the left-hand navigation menu of the PowerSchool interface. The 'Gradebook' option is circled in red, and a black arrow points to it from the right. Below the navigation menu, there is a 'New Gradebook Launch' section with a 'Launch' button, and an 'App Store' download button.

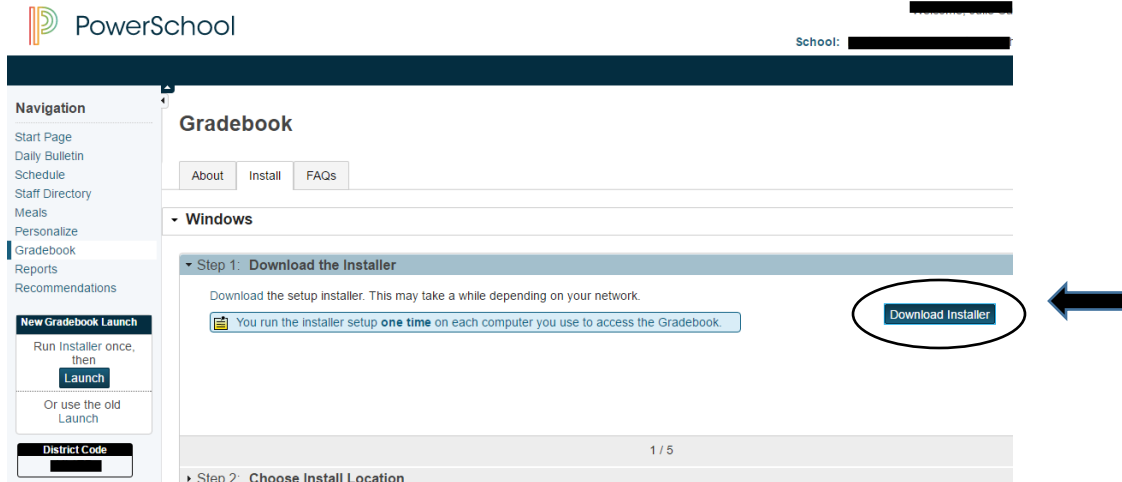
| Class               | Days | Subject          | Radio                 | Icon |
|---------------------|------|------------------|-----------------------|------|
| P1(M-F)<br>P6(T,TH) |      | Health K5        | <input type="radio"/> |      |
| P1(M-F)             |      | Homeroom         | <input type="radio"/> |      |
| P2-P3(M-F)          |      | Language Arts K5 | <input type="radio"/> |      |
| P4(M-F)             |      | Phys. Ed K5      | <input type="radio"/> |      |
| P5(M-F)             |      | Mathematics K5   | <input type="radio"/> |      |
| P6(M,W,F)           |      | Social Studies   | <input type="radio"/> |      |
| P6(T,TH)            |      | Art K5           | <input type="radio"/> |      |
| P7(M-F)             |      | Centres K5       | <input type="radio"/> |      |

3. Select Gradebook, and on the top of the page it will say **“Install”** select it.

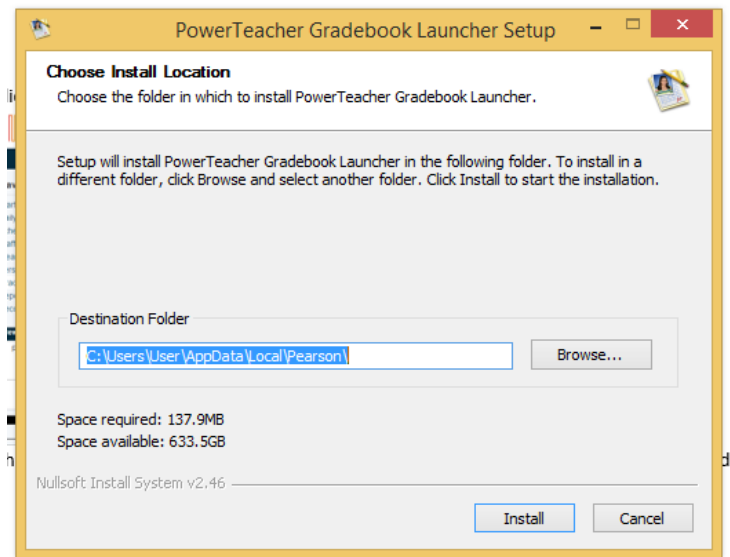


The screenshot shows the PowerSchool Gradebook installation page. The 'Install' tab is selected and circled in red. The page is titled 'Gradebook' and has tabs for 'About', 'Install', and 'FAQs'. Below the tabs, there is a 'Windows' section with a 'Step 1: Download the Installer' section. The instructions state: 'Download the setup installer. This may take a while depending on your network.' and 'You run the installer setup **one time** on each computer you use to access the Gradebook.' A 'Download Installer' button is visible. Below this, there are four steps listed: 'Step 2: Choose Install Location', 'Step 3: Finish Installation', and 'Step 4: Activate Installation'. The page number '1 / 5' is displayed at the bottom.

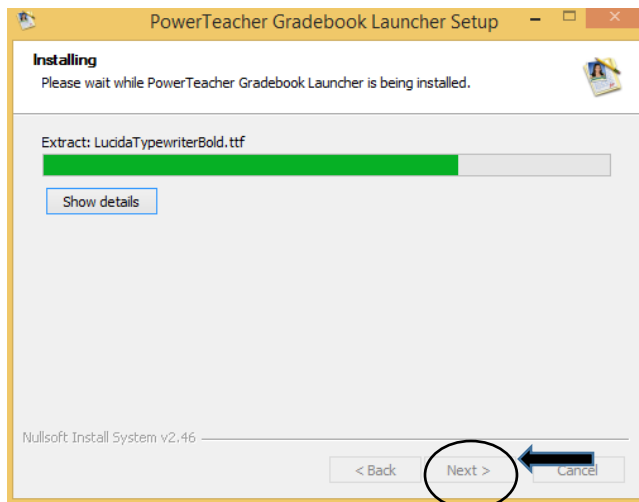
4. Click on **“Download Installer”**



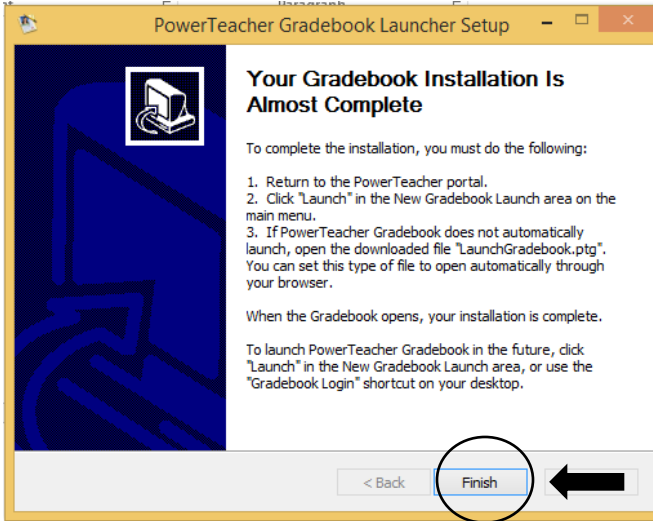
5. Choose where you would want to put the installer folder on your computer. Ie: Downloads etc.



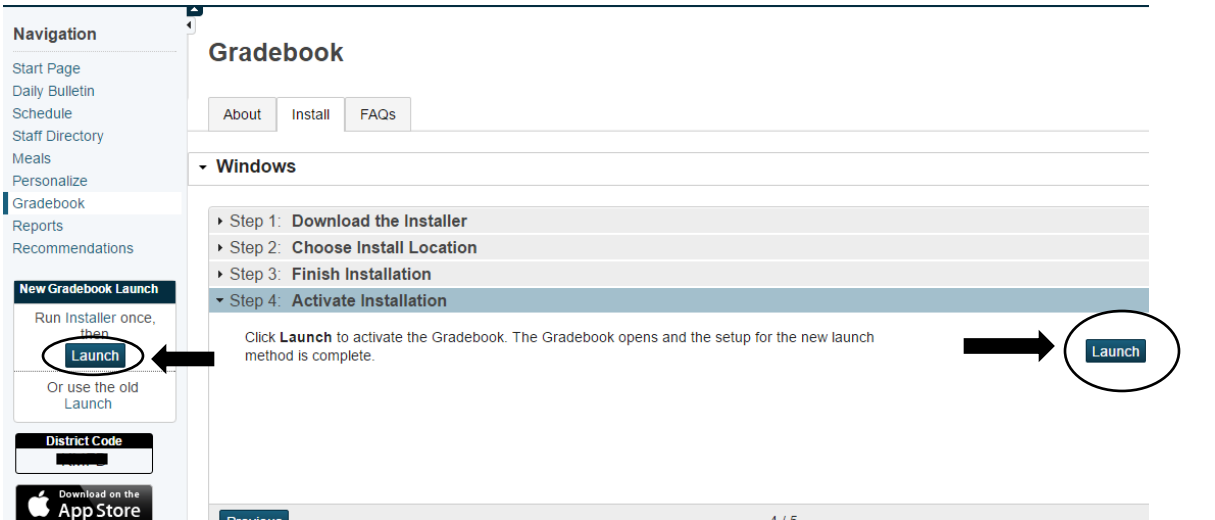
6. Click **“Next”**



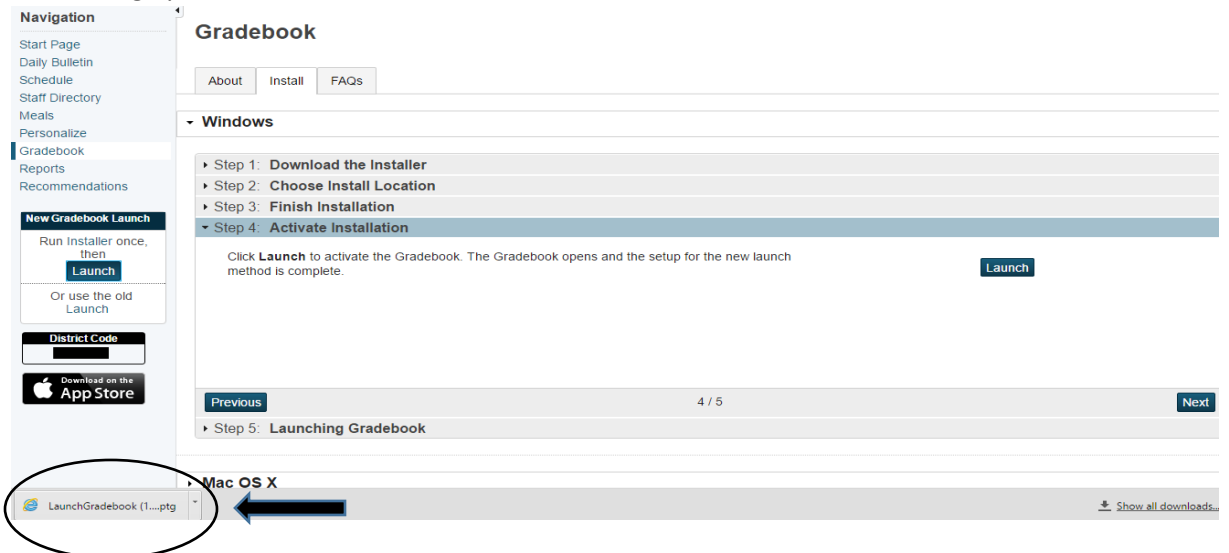
7. Click **“Finish”**



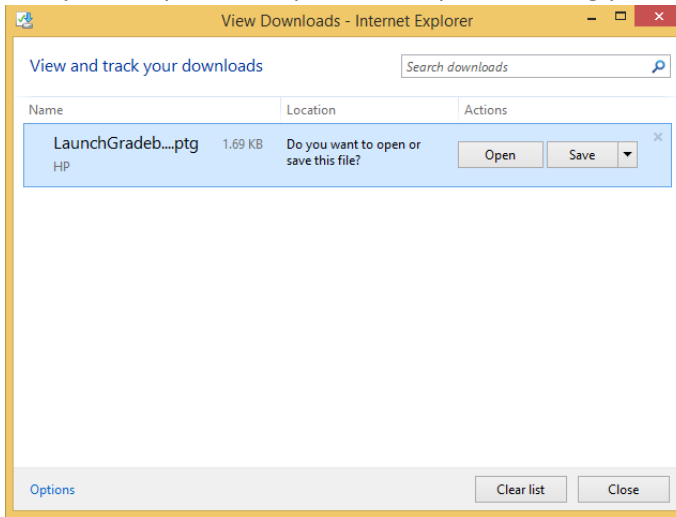
8. Click **“Launch”**, you can use either one.



9. It will bring up this download in the bottom left hand corner, click on it.



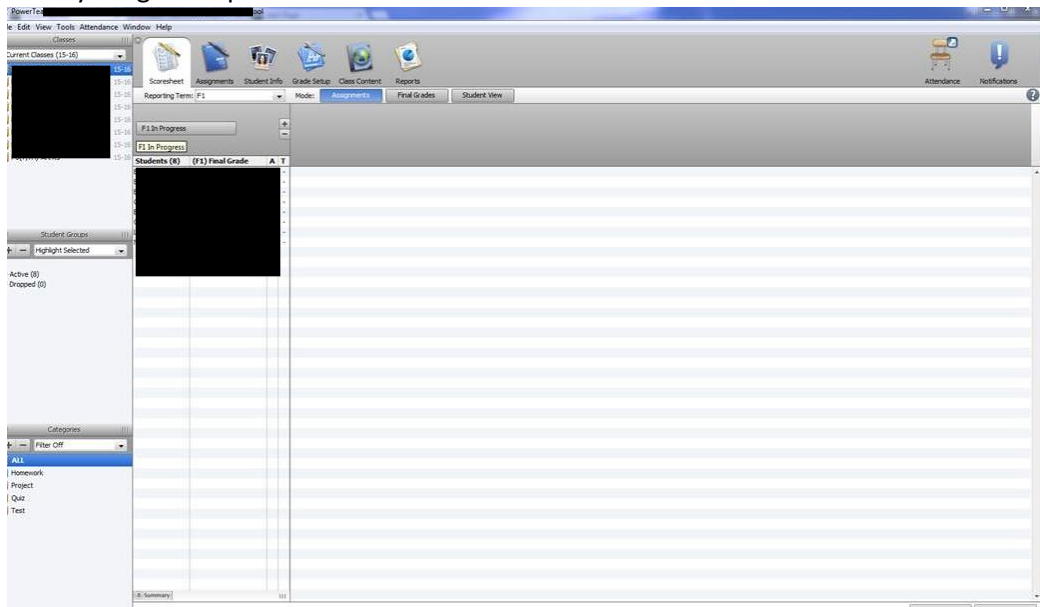
10. Once you completed the previous step, it will bring you here. Save it under downloads.



11. You will now have this screen appear, and your Gradebook shall open with your contents once it's done loading. ie: Courses, students.



Once your grade open it shall look like this.



12. You have now successfully installed Gradebook on to your Computer using Windows. You may close the window and you will see a Gradebook icon now on your desktop, you may open gradebook using this method.

