

PowerSchool For Newbies

An introduction to PowerSchool Basics



Lake Louise Conference October 24 – 26, 2018





A Little about Me!





Session Objectives:

This session will cover:

- Basic PowerSchool Navigation
- Expanding on Your PowerSchool Knowledge
- How to find Help & Resources





Welcome New Division or New Users:

- How Many Districts ?
- How long in PowerSchool ?

WELCOME to the Learning Curve





Customizations VS Out of the Box

- Customizations – personalize your PowerSchool
- Security Groups – who can see what in PowerSchool





All Logged in...Now What?

PowerSchool Home Page & Beyond

- Basic Navigation
- Search Area – How to Search
- Main Menu





Accessing Students

Student Specific Information








- Student Pages
- Navigating Between Students
- Group Functions



Alert Icons in PowerSchool

Alert Icons

Click on icon to get details of alert message. Shows on each student page when they have an alert warning.

Medical	
Guardian	
Discipline	
Fee Balance	
Other	
18+	
Birthday	





Functions to Practice

- **Class Rosters**
- Courses and Sections
- Quick Export
- Student Field Values





Expanding Your PowerSchool Knowledge & Skills

Beneficial Training – “add on”

- Searching
- Scheduling
- PowerTeacher - know what info your teachers can access
- PS Tips and Tricks
- Mining the Database DDE





How to Find Help

Resources

- PowerSchool – HELP Link
- PowerSource – Online Resource
- Networking – Your Division & Beyond

