

Pinnacle Web Gradebook

Elementary Training

Summer, 2009

Introductions

- Sherry Workman – Student Information Specialist
- Other IT people
- Who is in the session?
 - Gradebook Managers
 - Trainers for your school
 - Kindergarten teachers
 - Primary teachers
 - Intermediate teachers
 - Support teachers
 - Other

Making You Comfortable

- Restrooms
- Food and drink
- Temperature
- No breaks

Important Documentation

- IT pays one person per school, specify on sign in sheet (IT pays)
- School pays any additional trainers (work with your school)
- Teachers may attend, without pay, in lieu of using the video training on work time

Top 10 Features of PW

10. Standards-based grading beyond averaging
9. Results column calculates standards mastery and traditional grades on-the-fly
8. Real-time attendance
7. Attendance and grade comments
6. Automatic roster and attendance updates
5. Color-coded attendance and categories
4. Copy/paste assignments
3. Mouse-over/hover over student demographics and pictures, grade and attendance
2. Home screen includes new/dropped students, birthdays and messages from building principal and/or district administrators
1. **Work from HOME**

Overview of Training

- Purpose: Replicate what we have now in Gradebook
- Basic Tasks
 - Logging on
 - Navigation – introduced within context
 - Teacher Profiles
 - Attendance
 - Create Assignments
 - Enter grades for assignments
 - Demographics
 - Renaming Classes
 - Reports
 - Help
 - Notepads
 - Seating Charts
 - Working from home
 - Training materials and tips
 - Questions and answers