TEAMS *for* Teachers

Gradebook

TEAMS

Total
Education
Administrative
Management
Solution

one database for finance and student accounting

Online Handouts

http:// **webclass.org**

Webclass
web-based tutorials

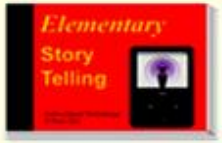
Search

- Atomic Learning
- Desktop Setup
- EasyTech
- Elementary Storytelling
  - Audacity
  - Copyright Infringement
  - Creating a Digital Story
  - Digital Cameras
  - EPISD Photo Release
  - iPod – Getting Started
  - Podcast Projects
  - Sample Movie Maker files
  - Syncing video iPod
  - Using iTunes
  - Windows Movie Maker
    - MOV-WMV converter
    - MP4-AVI converter
    - WMV-MP4 converter
- TEAMS *for* Teachers
  - Attendance
  - Gradebook
    - 1 Gradebook Options
    - 2 Category Setup
    - 3 Copying Categories
    - 4 Adding Assignments
    - 5 Entering Grades
    - 6 Copying Assignments
  - Parent Portal
  - Progress Report
  - Report Card
  - Transfer Grade

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts. The PDF format is accessible on both Windows and MAC platforms using Adobe Reader, or the fast and simple open-source reader for Windows called Sumatra.

Elementary Storytelling in iTunes

View all 21 digital stories from El Paso ISD teachers and students



View In iTunes

Elementary Storytelling illustrates how video and audio tools are used to tell a story - a digital story. Curriculum topics chosen by the teacher vary from class field trips to the reenactment of historical or current events.

Some digital stories include the entire class, while others use a smaller group of selected students. Video length is generally 2 to 10 minutes.

Technology Webinars

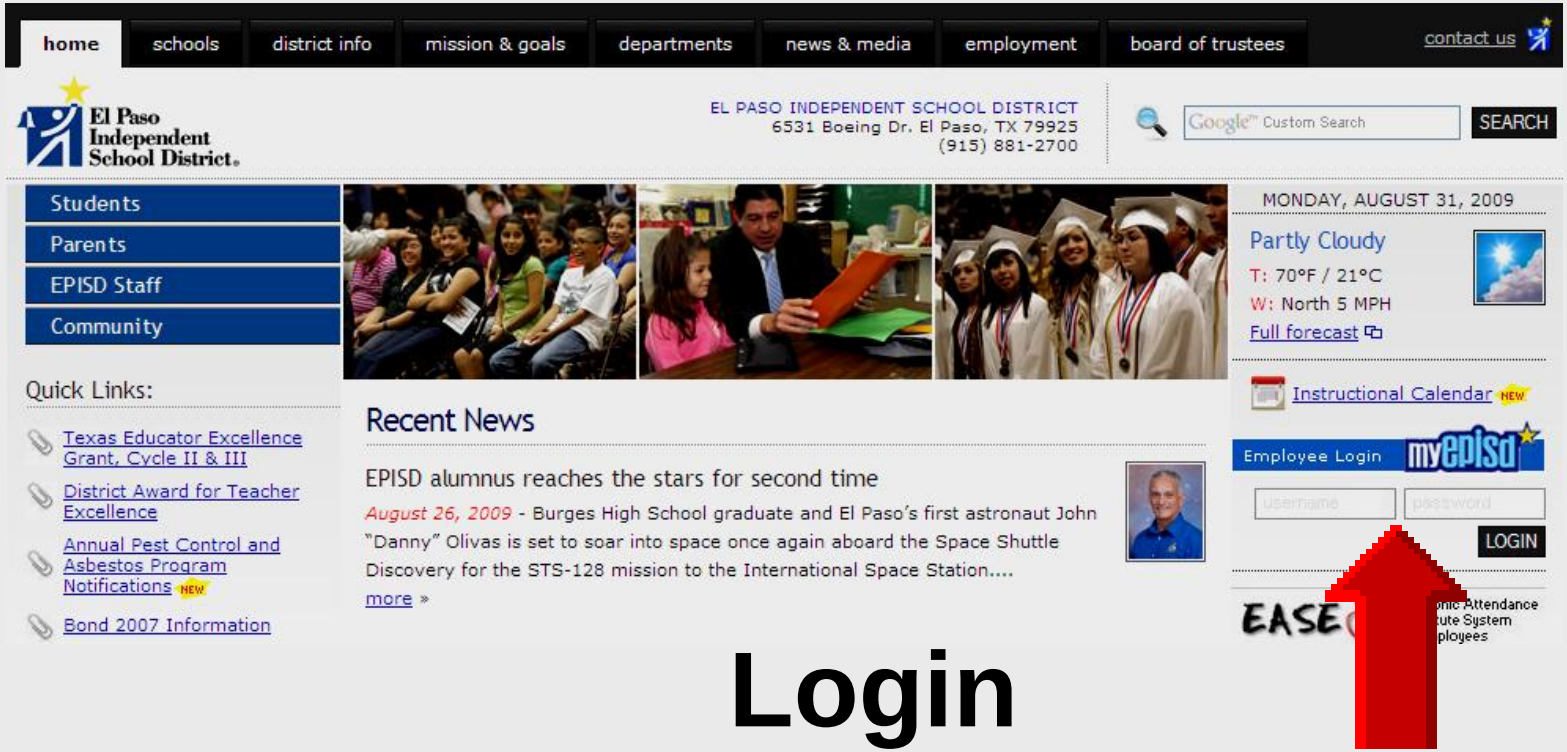
using Adobe Connect

- Creating PDF files using Office 2007
- Customizing Quick-Access Toolbar in Office 2007
- Using Paint for Math-Science-Lang Arts
- Using HP webcam for Digital Storytelling
- Windows 7 Features

Objectives

- **Basic setup**
  - Login to TEAMS
  - Course/section options
  - Category setup
  - Copying weights
  - Adding Assignments
  - Entering Grades
  - Copying Assignments

MyEPISD Login

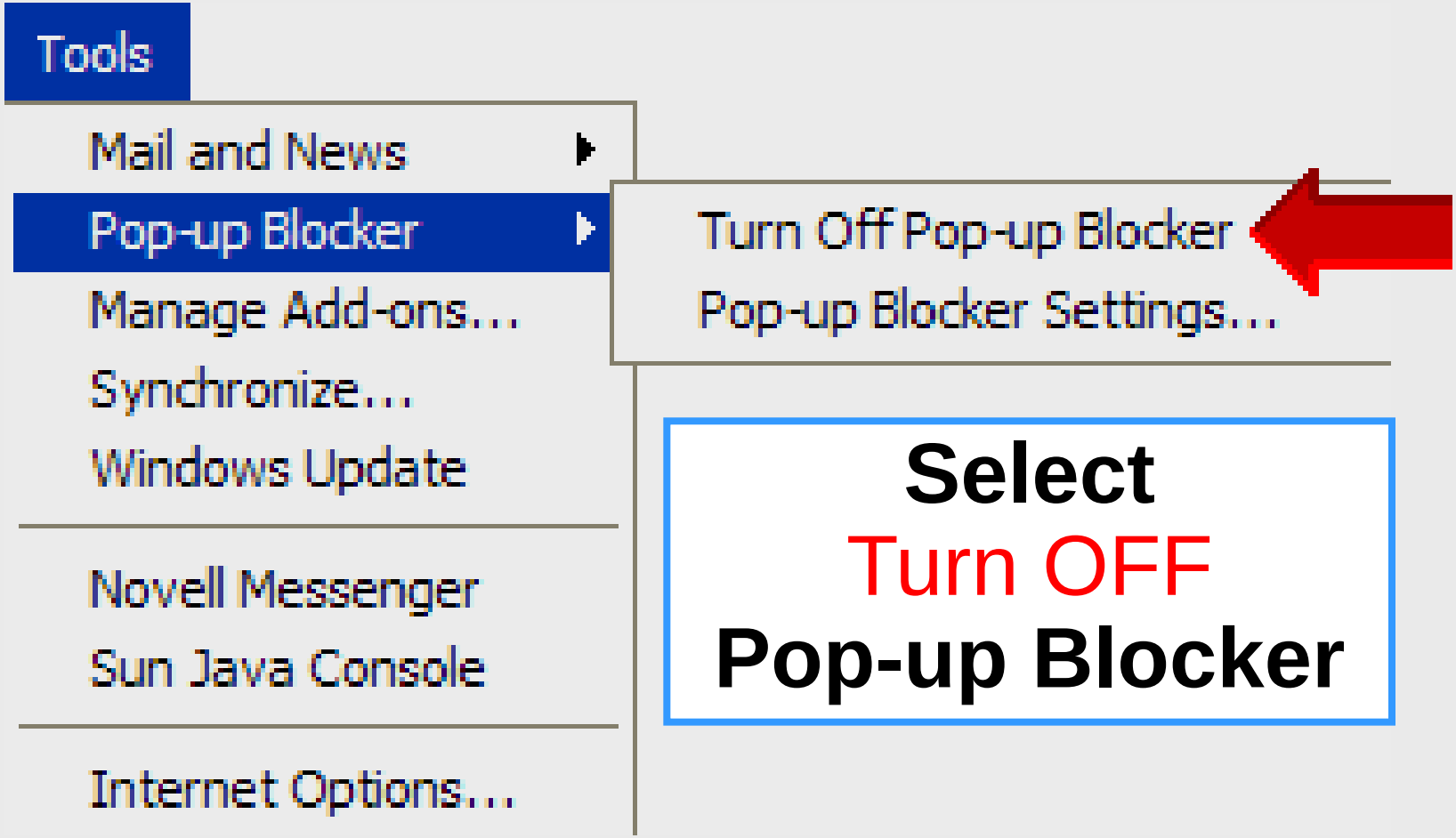


Login

Username – Password

https://teams.episd.org

Internet Explorer

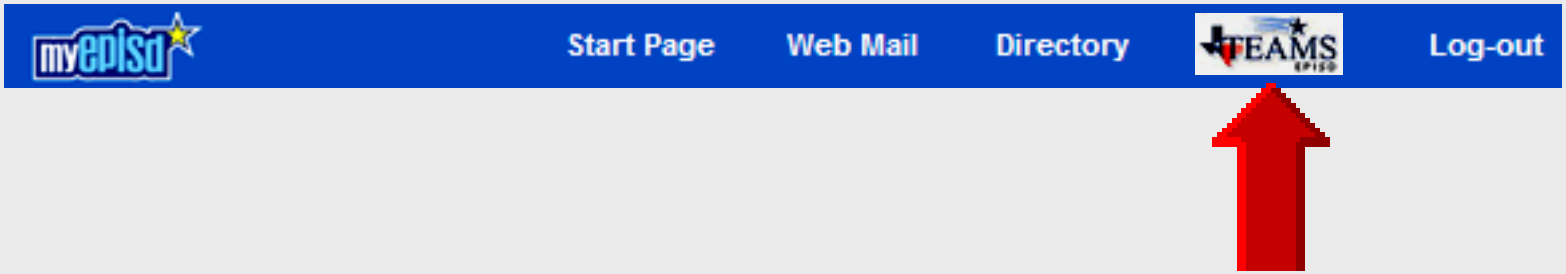


Select
Turn OFF
Pop-up Blocker

Mozilla Firefox

De-select
Block pop-up windows

TEAMS Login



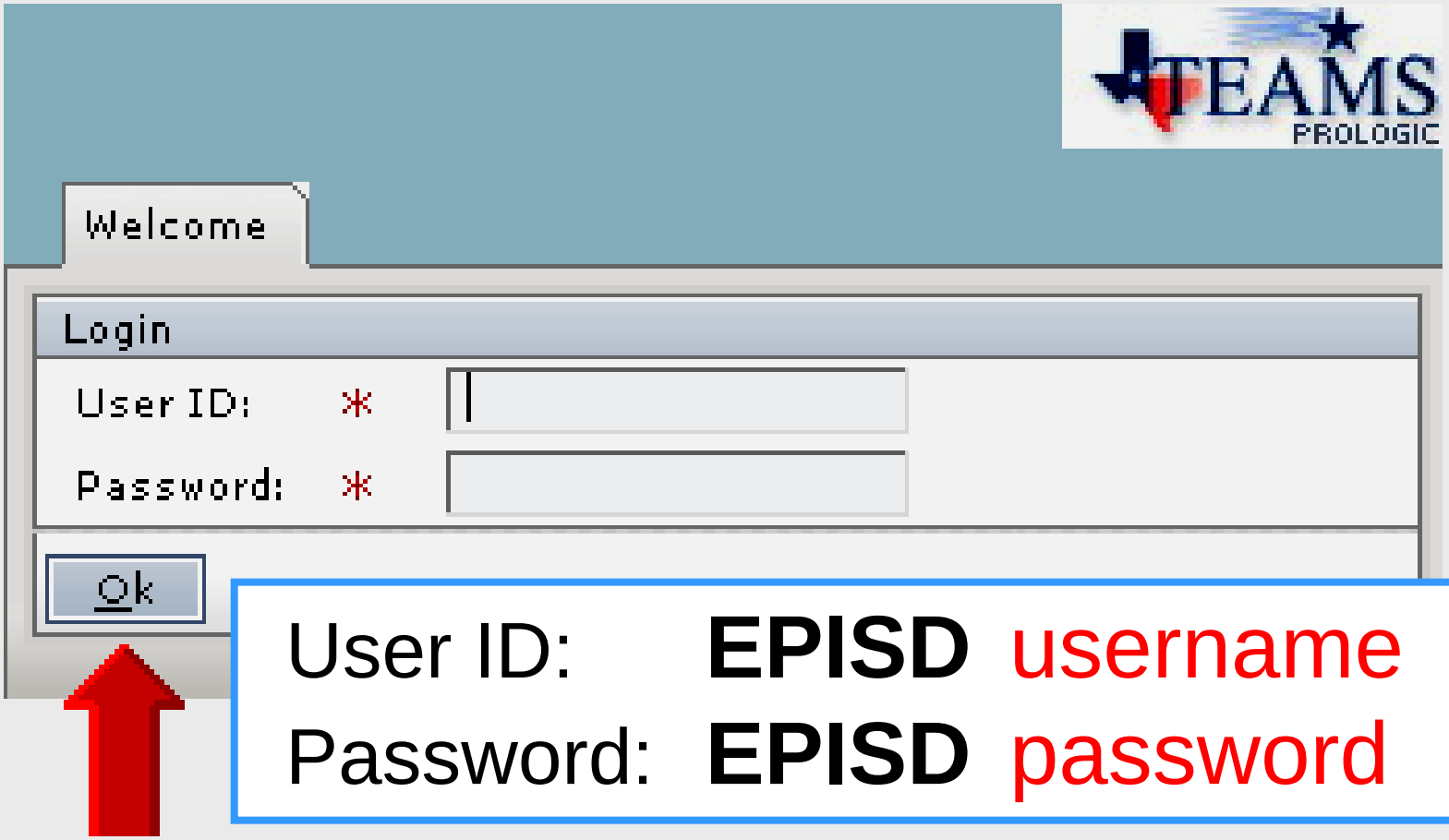
Click TEAMS

Bypass MyEPISD

- Eliminates two logins
- Bookmark in Favorites

https:// **teams.episd.org**

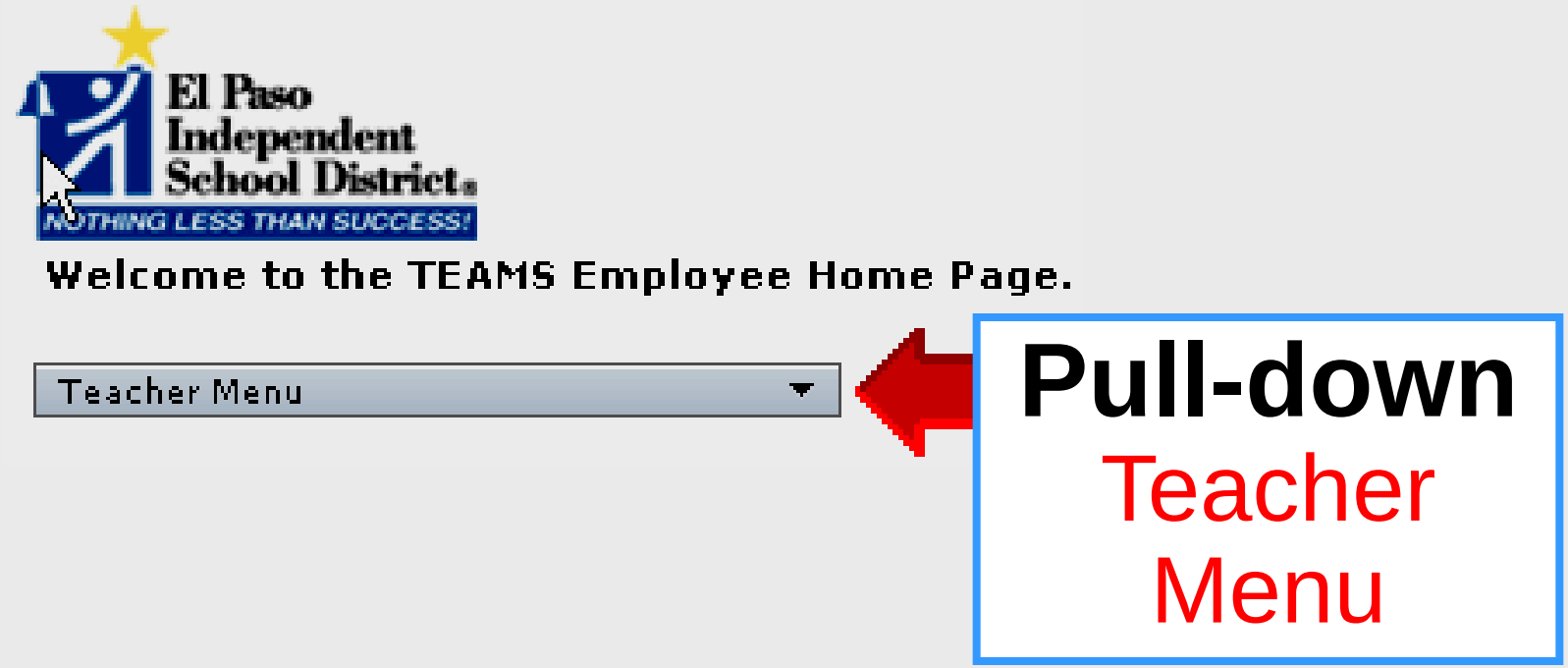
Gradebook Login



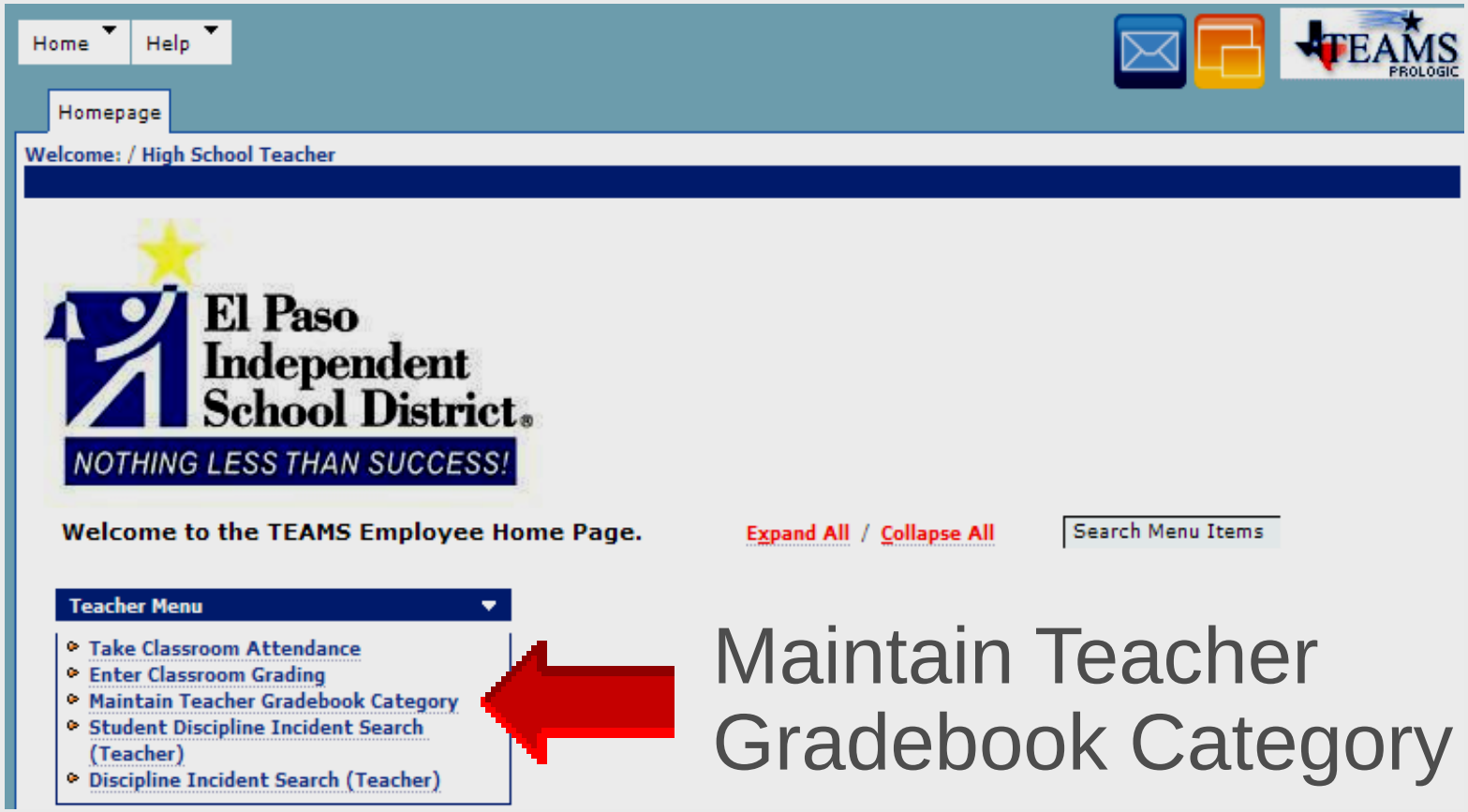
User ID: **EPISD** username

Password: **EPISD** password

Access Gradebook



Setup Gradebook



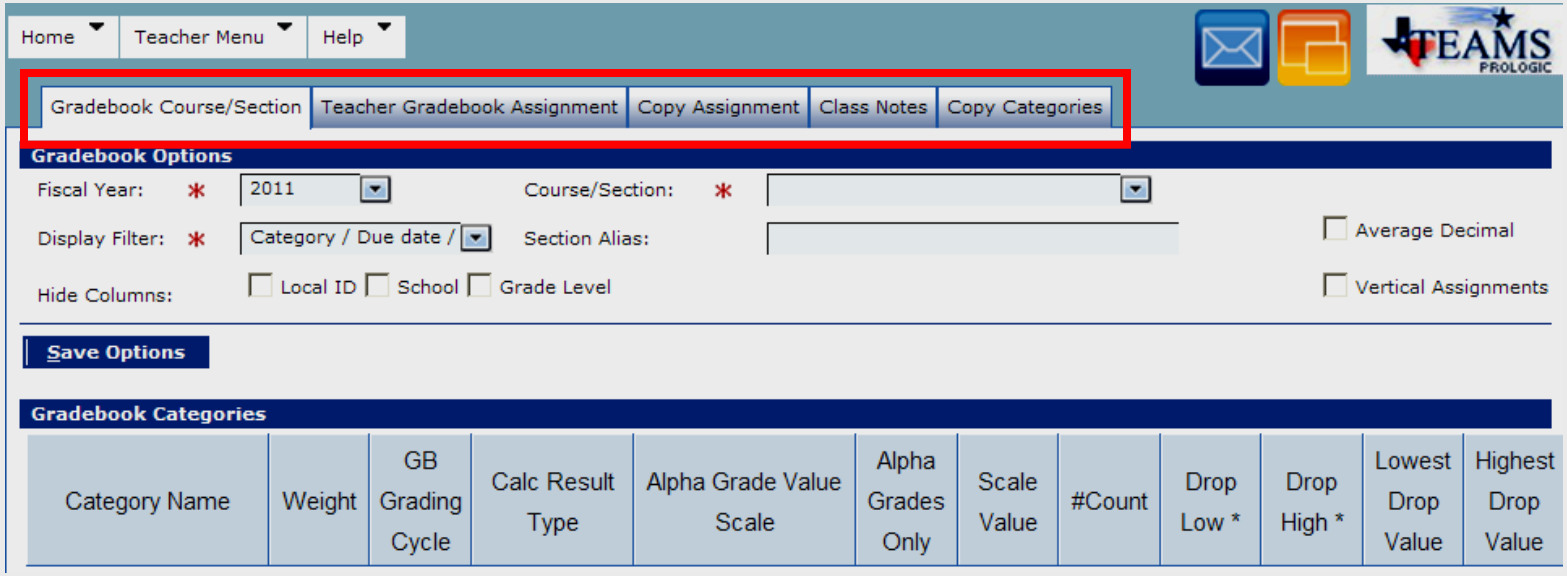
Maintain Teacher Gradebook Category

Setup Gradebook

Teacher Menu

- Take Classroom Attendance
- Enter Classroom Grading
- Maintain Teacher Gradebook Category
- Student Discipline Incident Search (Teacher)
- Discipline Incident Search (Teacher)

Gradebook Tabs

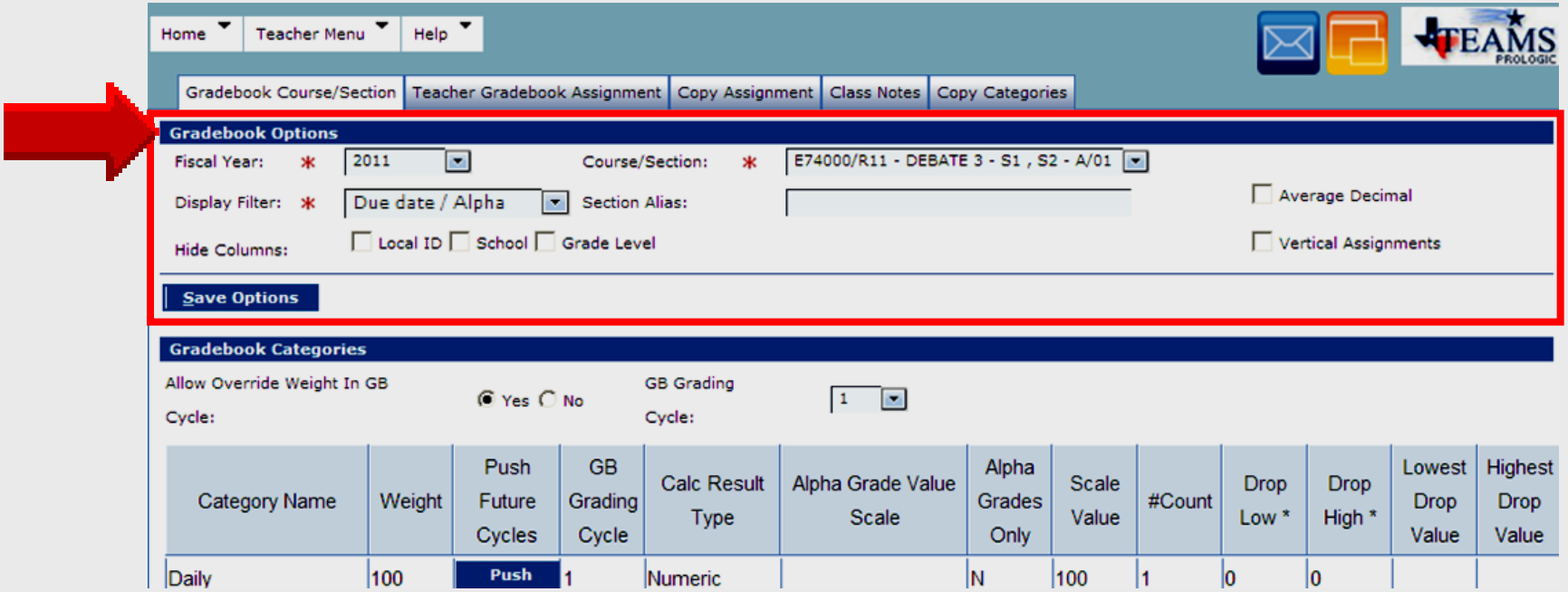


- Gradebook Course/Section
- Teacher Gradebook Assignment
- Copy Assignment
- Class Notes
- Copy Categories

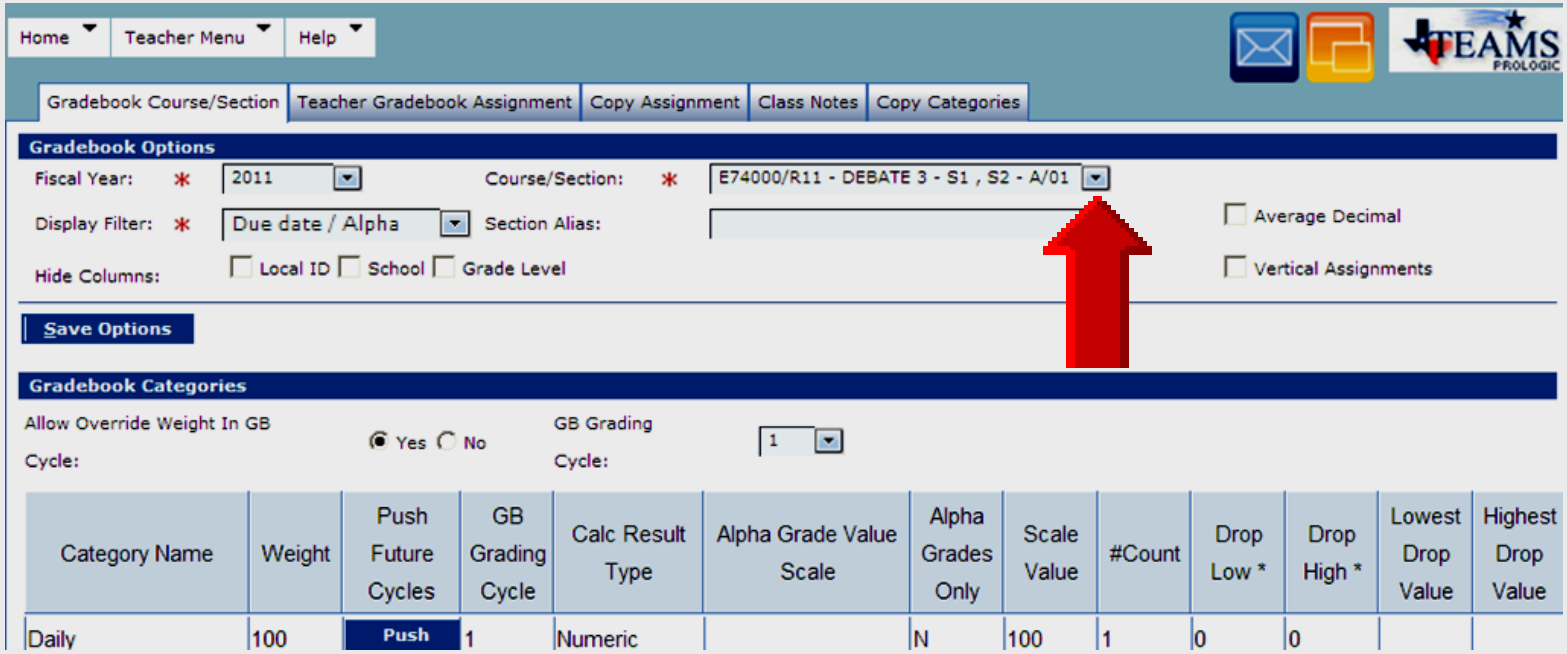
TEAMS *for* Teachers

Gradebook Options

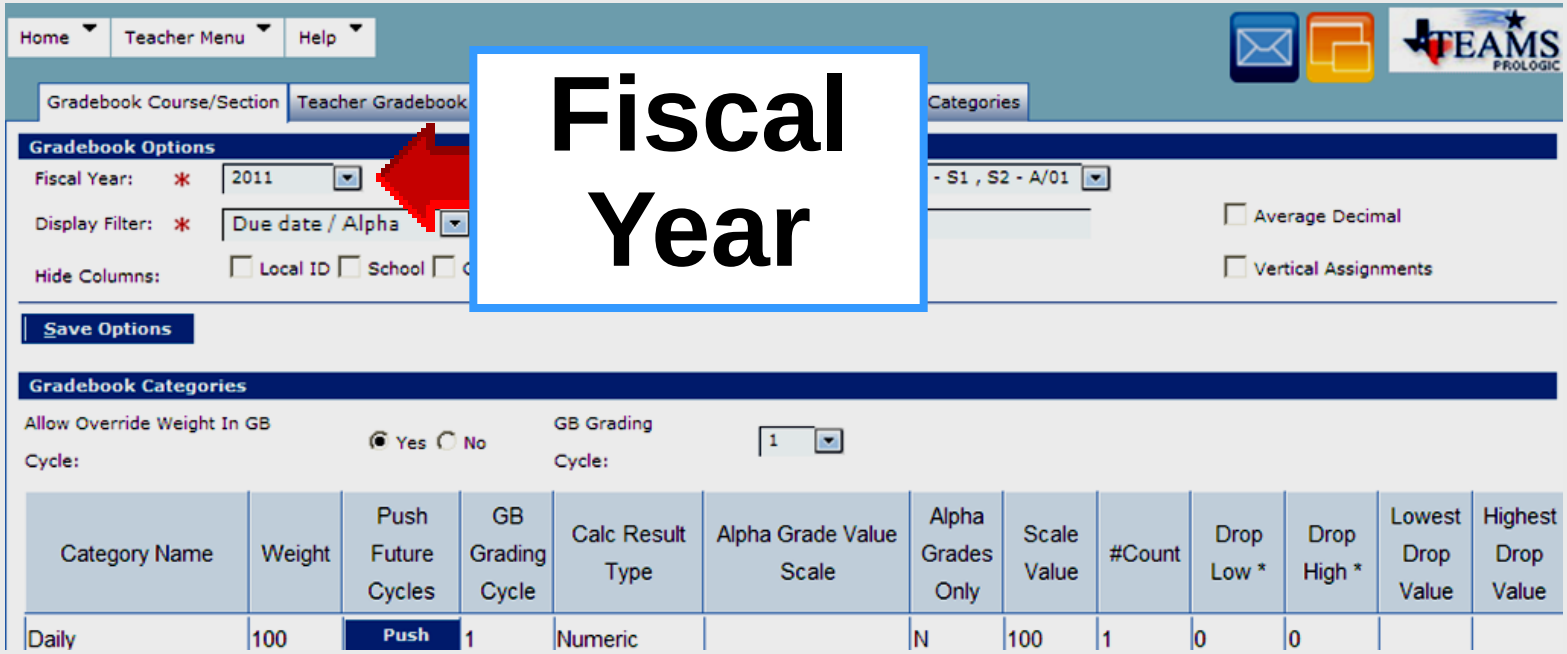
Gradebook Options



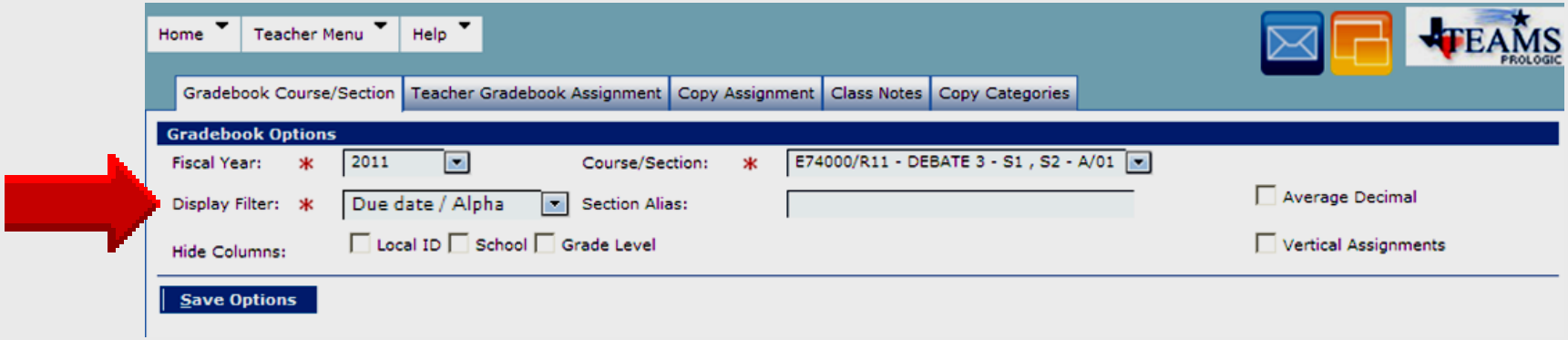
Select Course/Section



Fiscal Year

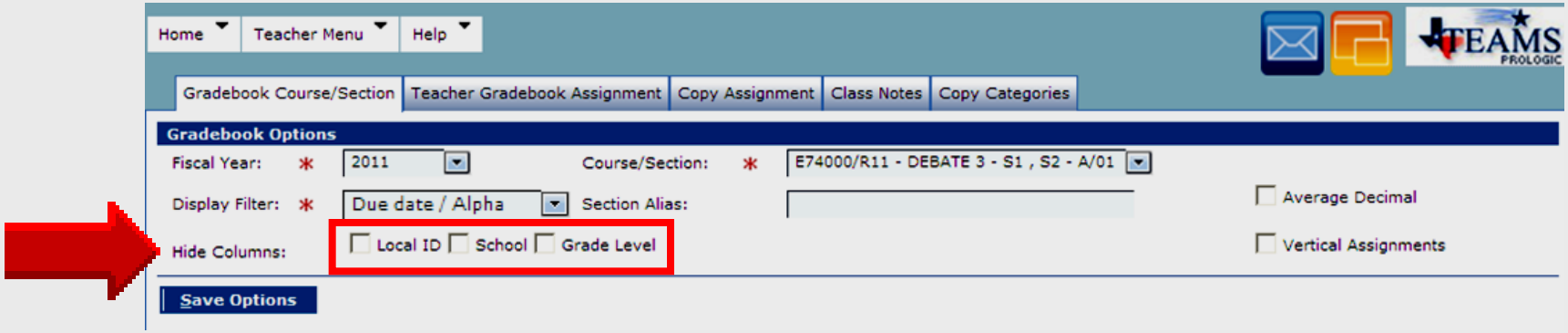

Home
Teacher Menu
Help
TEAMS
PROLOGIC
Gradebook Course/Section
Teacher Gradebook
Categories
Fiscal Year
Gradebook Options
Fiscal Year:
2011
- S1 , S2 - A/01
Display Filter:
Due date / Alpha
Average Decimal
Hide Columns:
Local ID
School
Vertical Assignments
Save Options
Gradebook Categories
Allow Override Weight In GB Cycle:
Yes
No
GB Grading Cycle:
1
Category Name
Weight
Push Future Cycles
GB Grading Cycle
Calc Result Type
Alpha Grade Value Scale
Alpha Grades Only
Scale Value
#Count
Drop Low *
Drop High *
Lowest Drop Value
Highest Drop Value
Daily
100
Push
1
Numeric
N
100
1
0
0

Display Filter



- Select Due date / Order entered
- Assignments now grouped by **due date** and the **order entered**
- Easier for parents to view online in Parent Portal

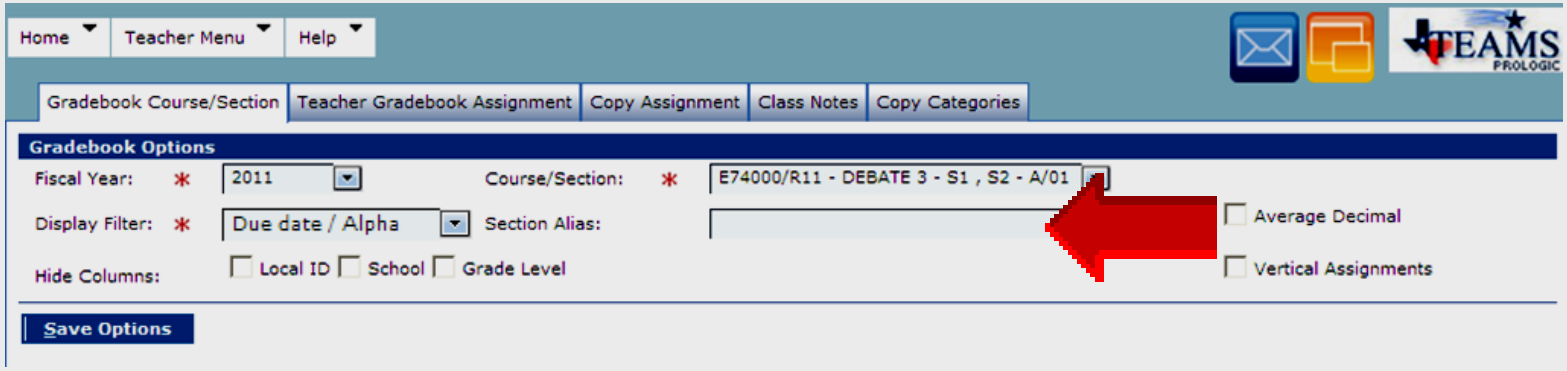
Hide Columns



Select columns to hide

- Local ID
- School
- Grade level

Section Alias

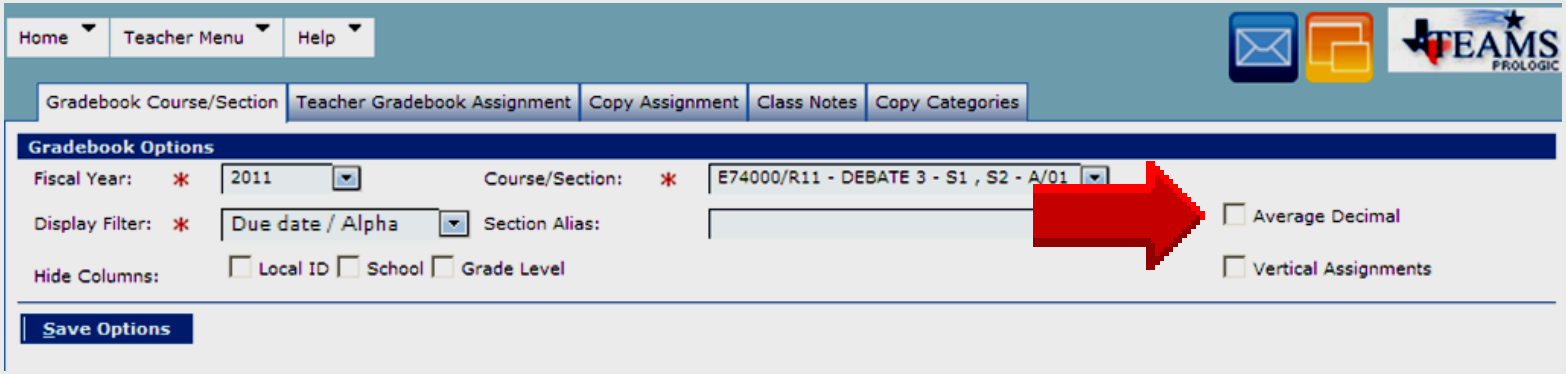


S30000/R11 - US GOVT - S1 - A/01 - Govt Per 1

Govt Per 1

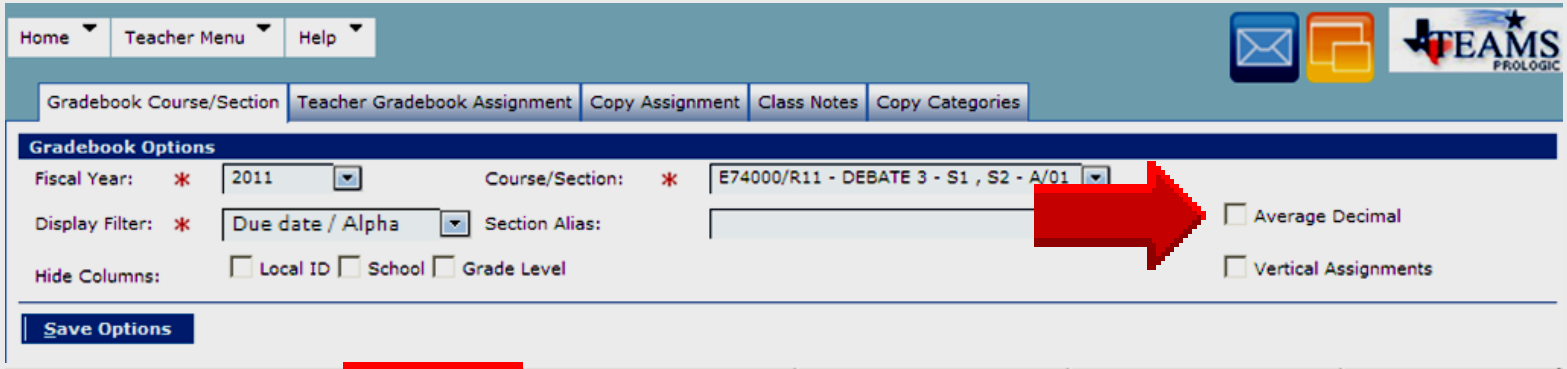
Section Alias

Average *with* Decimal



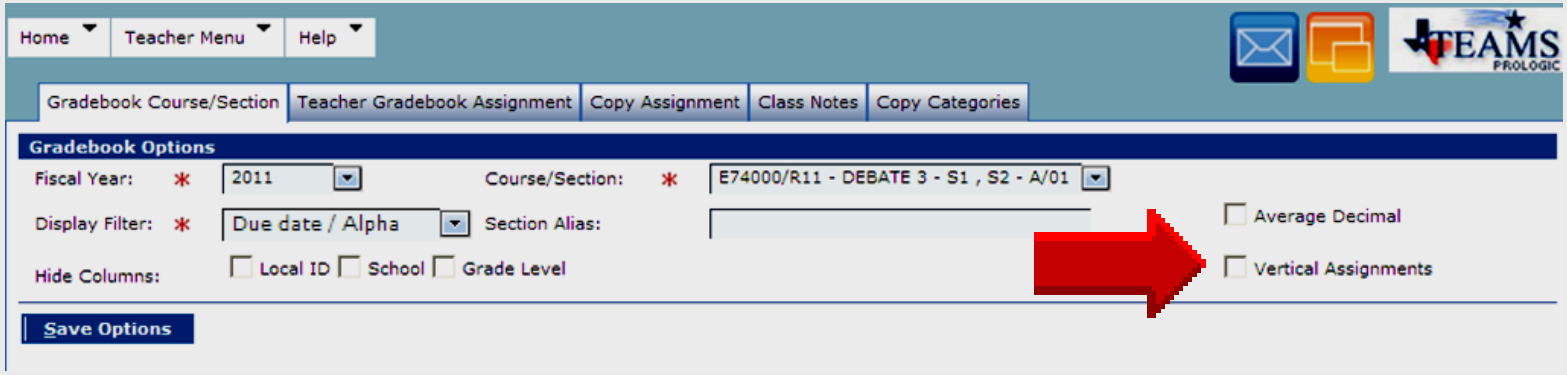
- Select **Average Decimal** to display average with 2 decimal places
- De-select **Average Decimal** to display average as whole number

Average *with* Decimal



GL	SCH						Avg	'STARTED' paper	CH1 n'book	4 TERMS	COURSE WORK
								100x1	100x1	100x1	Avg
								COURSE WOR	COURSE WOR	COURSE WOR	
								Aug 23	Aug 25	Aug 25	
								94.6	88.9		
Ownership											
12	010	D	S	G	P		92.50	100	85		93
12	010	D	S	G	P		97.00	100	94		97
12	010	D	S	G	P		98.50	100	97		99
12	010	D	S	G	P		71.00	60	82		71
11	010	D	S	G	P		91.00	100	82		91

Assignment Alignment



- Select **Vertical Assignments** to display assignment names vertically
- De-select **Vertical Assignments** to display assignment names horizontally

Assignment Alignment

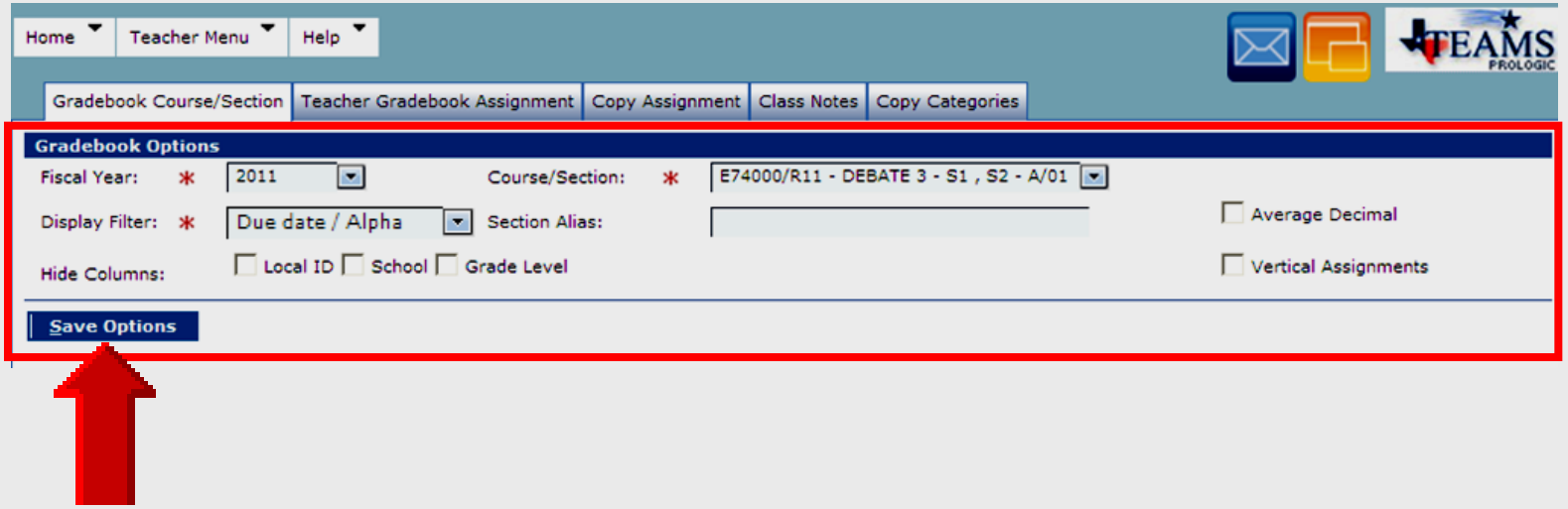
Horizontal

#	Local ID	Student Name	GL	SCH						Avg	'STARTED' paper	CH1 n'book	4 TERMS	COURSE WORK
											100x1	100x1	100x1	Avg
											COURSE WOR	COURSE WOR	COURSE WOR	
											Aug 23	Aug 25	Aug 25	
All														
Class Average											94.6	88.9		
Scheduled Students With Ownership														
1	350747		12	010	D	S	G	P		93	100	85		93
2	375065		12	010	D	S	G	P		97	100	94		97

Vertical

#	Local ID	Student Name	GL	SCH						Avg	'STARTED'	CH1 n' book	4 TERMS	COURSE WOR
											100x1	100x1	100x1	Avg
											COURS	COURS	COURS	
											Aug 23	Aug 25	Aug 25	
All														
Class Average											94.6	88.9		
Scheduled Students With Ownership														
1	350747		12	010	D	S	G	P		93	100	85		93
2	375065		12	010	D	S	G	P		97	100	94		97

Save Gradebook Options



- Click Save Options
- Repeat for each course/section
- Options can differ for each course

TEAMS *for* Teachers

Category Setup

Setup Categories

- **Backbone of gradebook**

  Incorrect categories **=** incorrect student averages

- **TEAMS = weighted-scale**

  Category weights must **=** 100

  When category weights **< >** 100

8-15% of all student averages incorrect by 1 – 5 points

One Category

Gradebook Categories

Category Name	Weight	Grade Cycle	Calc Result Type *	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count	Drop Low *	Drop High *	Lowest Drop Value	Highest Drop Value
Daily	**100**	1	Numeric		N	**100**	1	0	0		

- Daily
  Daily work, daily tests, etc.
- Grade = simple average
- **Category Sum** = **100%**

Two Categories

Teacher Gradebook Category

Fiscal Year: * 2008 Course/Section: * S11000/S11000-251 - W GEOG b - 002/1

Display Filter: * Due date

Hide Columns: ☐ Local ID ☑ School ☑ Grade Level

Category Name	Weight *	Calc Result Type *	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count	Drop Low *	Drop High *	Lowest Drop Value	Highest Drop Value	Color
Daily	50	Numeric		N		1	0	0			
Six Weeks Exam	50	Numeric		N		1	0	0			

- Daily – daily work
- Exam – nine weeks exam
- **Category Sum = 100%**

Multiple Categories

Gradebook Categories

Allow Override Weight In GB Cycle: ○ Yes ◉ No

GB Grading Cycle: 1

Category Name	Weight	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count	Drop Low *	Drop High *	Lowest Drop Value	Highest Drop Value
9WK EXAM/MISC	10	1	Numeric		N	100	1	0	0		
ASSESSMENTS	45	1	Numeric		N	100	1	0	0		
COURSE WORK	45	1	Numeric		N	100	1	0	0		

- Daily – daily work
- Quiz – daily tests
- Exam – nine weeks exam
- **Category Sum** = **100%**

Multiple Categories

Gradebook Categories

Category Name	Weight	Grade Cycle	Calc Result Type *	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count	Drop Low *	Drop High *	Lowest Drop Value	Highest Drop Value
DAILY	50	1	Numeric		N	**100**	1	0	0	10	
QUIZ	30	1	Numeric		N	**100**	1	0	0		
EXAM	20	1	Numeric		N	**100**	1	0	0		

- Daily – daily work
- Quiz – daily tests
- Exam – nine weeks exam
- **Category Sum** = **100%**

Multiple Categories

Gradebook Categories

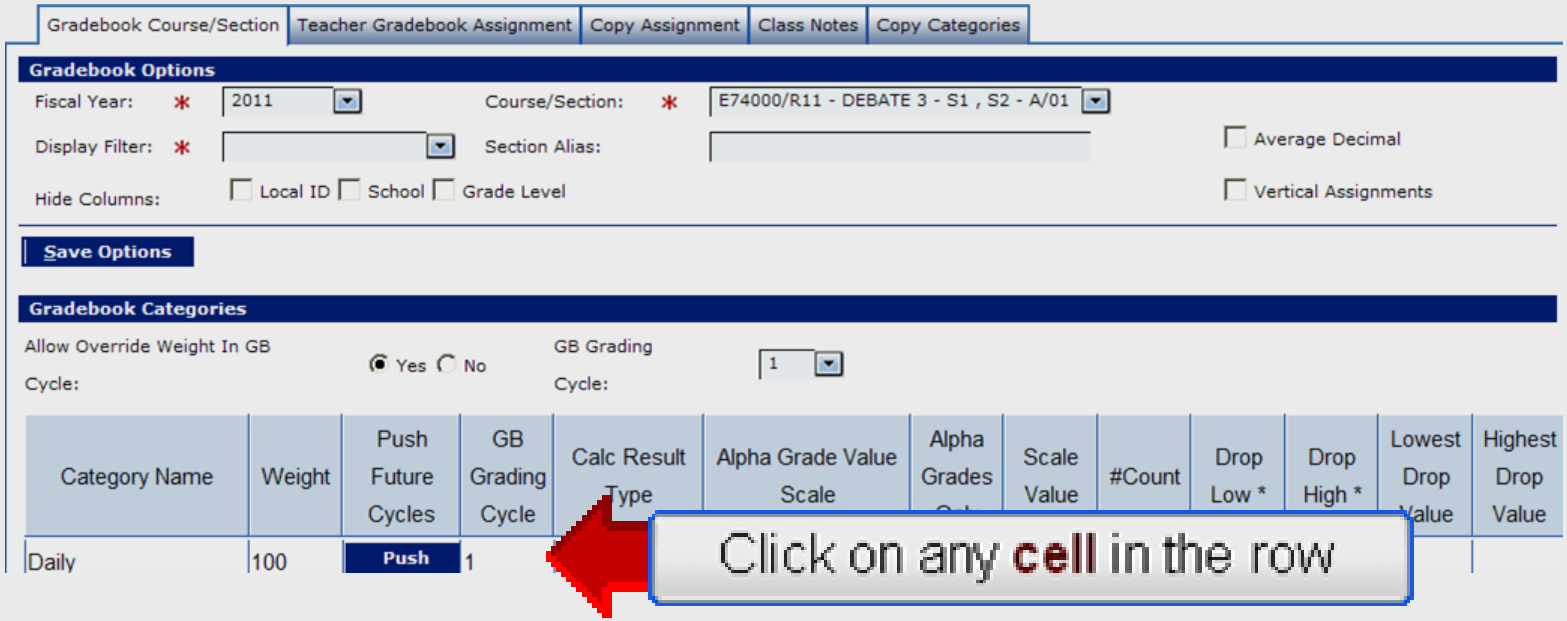
Allow Override Weight In GB Cycle: ○ Yes ◉ No

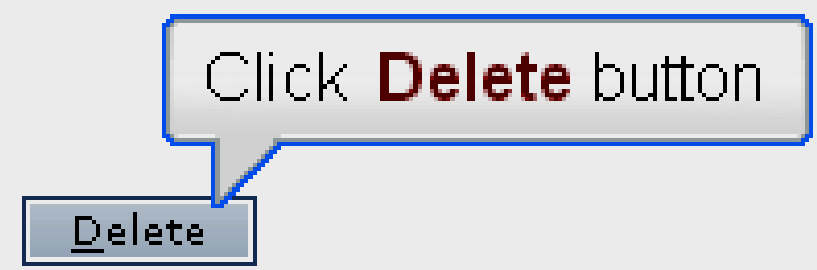
GB Grading Cycle: 1

Category Name	Weight	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count	Drop Low *	Drop High *	Lowest Drop Value	Highest Drop Value
9WK EXAM/MISC	10	1	Numeric		N	100	1	0	0		
ASSESSMENTS	45	1	Numeric		N	100	1	0	0		
COURSE WORK	45	1	Numeric		N	100	1	0	0		

- All categories must be used each grading period
- Incorrect student averages result if a category does not have grade
- Averages are 1 - 5 points off when a category is not used

Delete Categories





Add Categories

Gradebook Categories

Allow Override Weight In GB Cycle: ○ Yes ◉ No

GB Grading Cycle: 1

Category Name	Weight	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count	Drop Low *	Drop High *	Lowest Drop Value	Highest Drop Value
9WK EXAM/MISC	10	1	Numeric		N	100	1	0	0		
ASSESSMENTS	45	1	Numeric		N	100	1	0	0		
COURSE WORK	45	1	Numeric		N	100	1	0	0		

Type category name

Click **Add** button

Delete

Available Unassigned Categories

Category Group: Secondary

Category Name: Add

Category Name	Weight	Calc Result Type	Grade Value Alpha Scale	Alpha Grades Only	Scale Value
Daily		Numeric		N	100
Labs		Numeric		N	100
Six Weeks Exam	10	Numeric		N	100
Tests		Numeric		N	100

Category Summary

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: 1

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count	Drop Low *	Drop High *	Lowest Drop Value	Highest Drop Value
Daily	100	Push	1	Numeric		N	100	1	0	0		

- Category Name
- Category weight total weight = 100
- Grade Cycle – 1
- Calc Result – Numeric
- Alpha Grade Only – N
- Scale Value – 100
- #Count – 1

Scale Value

Gradebook Categories

Category Name	Weight	Grade Cycle	Calc Result Type *	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Daily	**100**	1	Numeric		N	**100**	1

- Always set Scale Value = 100
- TEAMS calculations based on 100
- Can affect grade when < > 100
- Do not change from 100

#Count

Gradebook Categories

Category Name	Weight	Grade Cycle	Calc Result Type *	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Daily	**100**	1	Numeric		N	**100**	1

- Default value is 1
- Do not change

TEAMS *for* Teachers

Copying Category Weights

Push Command

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: 1

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	45	Push	1	Numeric		N		1
Coursework	45	Push	1	Numeric		N		1
Misc. /9 Wks	10	Push	1	Numeric		N		1

- Different category weights allowed for each nine-week grading period
- Category weights only NW1 – default
- **Push** copies weight to **all** NW periods

No Push – NW2

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: 2

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	0	Push	2	Numeric		N		1
Coursework	0	Push	2	Numeric		N		1
Misc. /9 Wks	0	Push	2	Numeric		N		1

- No category weights exist in NW2
- Push command <u>not used</u>
- **Incorrect grades will result**

No Push – NW3

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: 3

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	0	Push	3	Numeric		N		1
Coursework	0	Push	3	Numeric		N		1
Misc. /9 Wks	0	Push	3	Numeric		N		1

- No category weights exist in NW3
- Push command <u>not used</u>
- **Incorrect grades will result**

No Push – NW4

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: 4

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	0	Push	4	Numeric		N		1
Coursework	0	Push	4	Numeric		N		1
Misc. /9 Wks	0	Push	4	Numeric		N		1

- No category weights exist in NW4
- Push command <u>not used</u>
- **Incorrect grades will result**

Use Push Command

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: 1

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	45	Push		eric		N		1
Coursework	45	Push	1	Numeric		N		1
Misc. /9 Wks	10	Push	1	Numeric		N		1

- Copy first category weight to **ALL** nine-week grading periods
- Click Push for first category name

Use Push Command

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: 1

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	45	Push	1	Numeric		N		1
Coursework	45	Push		eric		N		1
Misc. /9 Wks	10	Push	1	Numeric		N		1

- Copy second category weight to **ALL** nine-week grading periods
- Click Push for second category name

Use Push Command

Gradebook Categories

Allow Override Weight In GB Cycle: ◉ Yes ○ No

GB Grading Cycle: 1

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	45	Push	1	Numeric		N		1
Coursework	45	Push	1	Numeric		N		1
Misc. /9 Wks	10	Push		eric		N		1

- Copy third category weight to **ALL** nine-week grading periods
- Click Push for third category name

Review Copied Weights

Gradebook Categories

Allow Override Weight In GB Cycle: Yes No

GB Grading Cycle: All

Category Name	Weight	Push Future Cycles	GB Grading Cycle	Calc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	45	Push	1	Numeric		N		1
Assessment	45	Push	2	Numeric		N		1
Assessment	45	Push	3	Numeric		N		1
Assessment	45	Push	4	Numeric		N		1
Coursework	45	Push	1	Numeric		N		1
Coursework	45	Push	2	Numeric		N		1
Coursework	45	Push	3	Numeric		N		1
Coursework	45	Push	4	Numeric		N		1
Misc. /9 Wks	10	Push	1	Numeric		N		1

Delete

Allow Override Weight

Gradebook Categories

Allow Override Weight In GB Cycle: ○ Yes ◉ No

GB Grading Cycle: 1

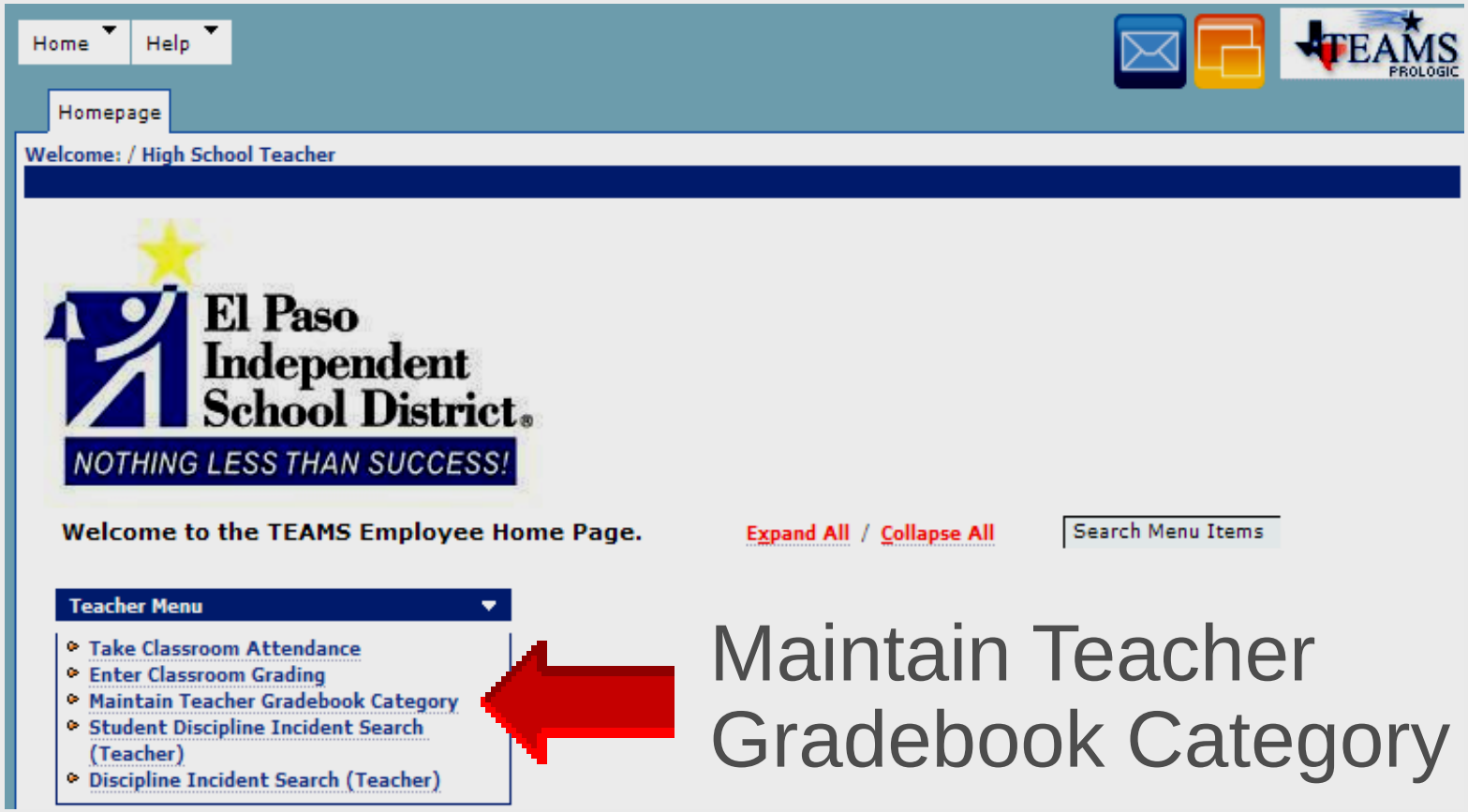
Category Name	Weight	GB Grading Cycle	lc Result Type	Alpha Grade Value Scale	Alpha Grades Only	Scale Value	#Count
Assessment	45	1	Numeric		N		1
Coursework	45	1	Numeric		N		1
Misc. /9 Wks	10	1	Numeric		N		1

- Default value is Yes
- Select No to remove **Push**

TEAMS *for* Teachers

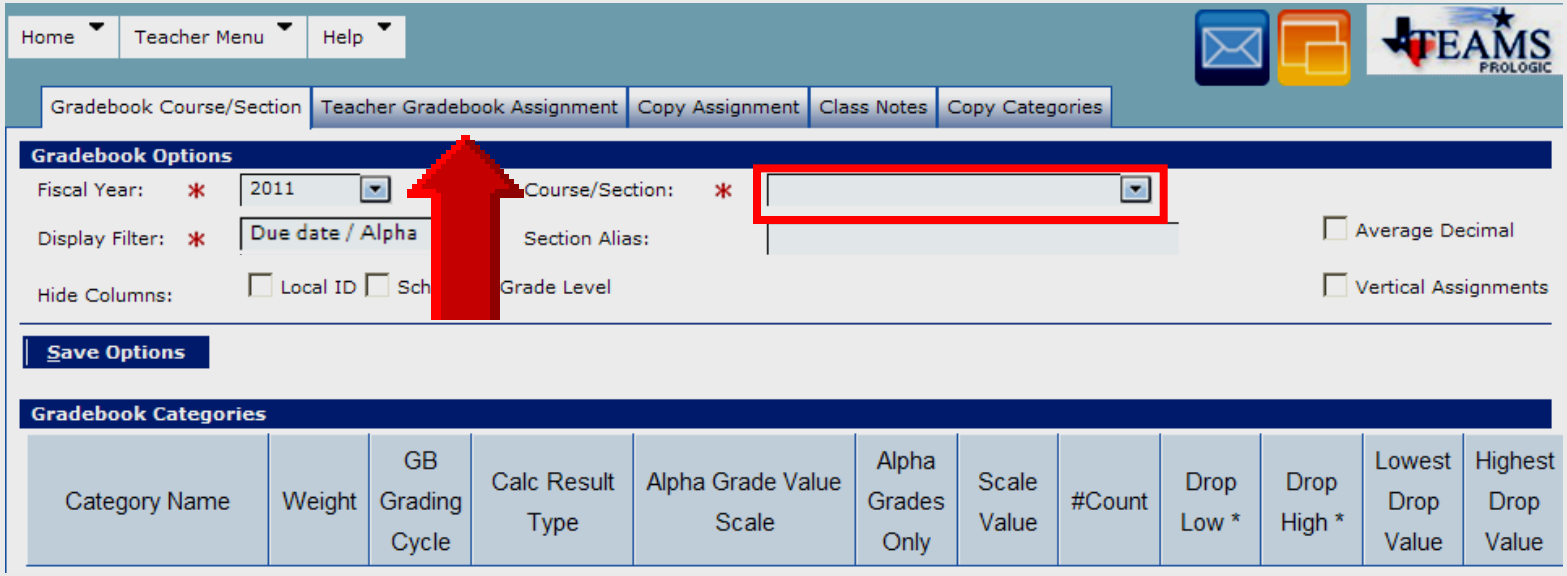
Adding Assignments

Add Assignments



Maintain Teacher Gradebook Category

Add Assignments



- **Select a** Course/Section
- **Click tab at top**
  Teacher Gradebook Assignment

Add Assignments

Gradebook Course/Section Category Assignment

Fiscal Year:2011 Course/Section: * S30000/R21 - US GOVT - S1 - A/02

Grade Type: * 1st Nine Weeks

Gradebook Grading Cycle Date From 08-23-2010 To 10-15-2010

Data Entry Date Range From 09-27-2010 06:00 AM To 10-19-2010 08:30 AM

Category *	Assignment Name *	Assign Date *	Due Date *	Alpha Grades Only *	Scale Value *	Maximun Value *	#Count	Consider for High/Low Grade Drop? *	Assignment for Extra Credit Only? *	GB Grading Cycle	Attach ment
COURSE WORK	4 TERMS	08-25-2010	08-25-2010	N	100	100	1	N	N	1	
COURSE WORK	CH1 n'book	08-23-2010	08-25-2010	N	100	100	1	N	N	1	
COURSE WORK	'STARTED' paper	08-23-2010	08-23-2010	N	100	100	1	N	N	1	

Click Add

Add Delete Attachments Notes

Select Category

Gradebook Course/Section Category Assignment

Fiscal Year:2011 Course/Section: * S30000/R31 - US GOVT - S1 - A/03

Grade Type: * 1st Nine Weeks

Gradebook Grading Cycle Date From 08-23-2010 To 10-15-2010

Data Entry Date Range From 09-27-2010 06:00 AM To 10-19-2010 0

ASSESSMENTS
COURSE WORK
9WK EXAM/MISC

Category *	Assignment Name *	Assign Date *	Due Date *	Alpha Grades Only *	Scale Value *	Maximun Value *	#Count	Consider for High/Low Grade Drop? *	Assignment for Extra Credit Only? *	GB Grading Cycle
		08-31-2010	08-31-2010	N					N	1
ASSESSMENTS	4 TERMS	08-25-2010	08-25-2010	N	100	100	1	N	N	1
COURSE WORK	CH1 n'book	08-23-2010	08-25-2010	N	100	100	1	N	N	1
9WK EXAM/MISC	'STARTED' paper	08-23-2010	08-23-2010	N	100	100	1	N	N	1

Assignment Name

- **Click first cell under**
  Assignment Name
- **Type short assignment name**

Category *	Assignment Name *	Assign Date *	Due Date *
Daily	Vocabulary 1	04-16-2008	04-16-2008

Press the <ENTER> key.

Due Date

- **Assign Date –** date of assignment
- **Due Date**

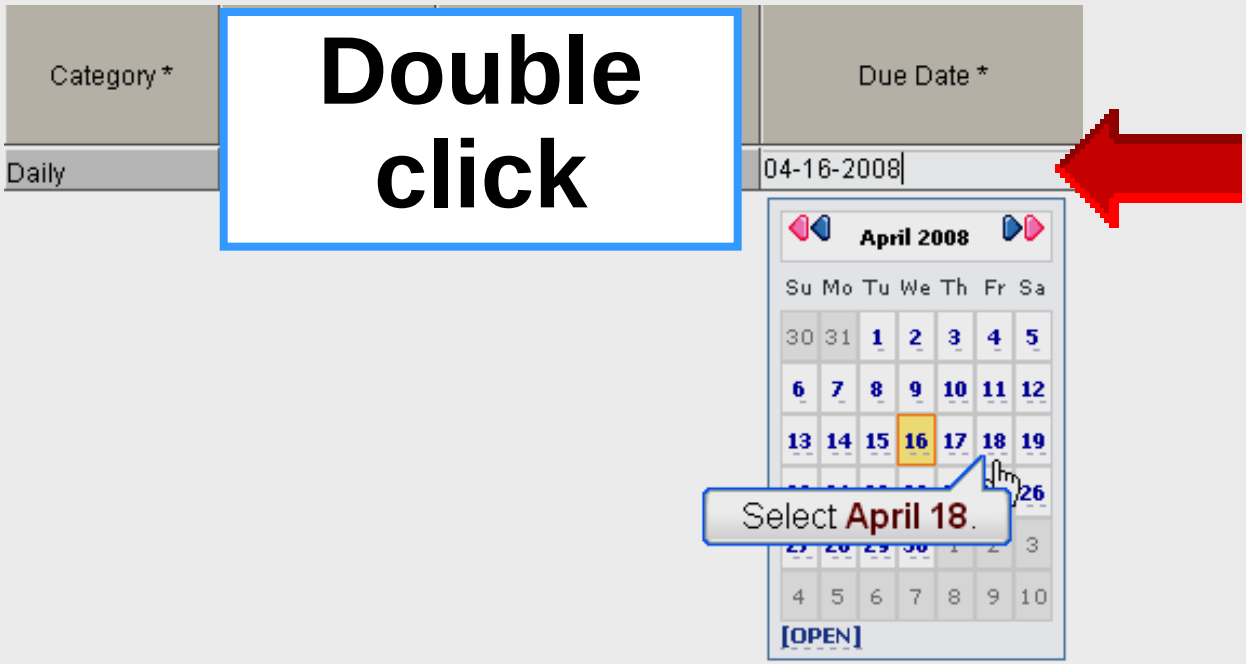
  determines grading period where assignment is placed

Category *	Assignment Name *	Assign Date *	Due Date *
Daily	Vocabulary 1	04-16-2008	04-16-2008

Double click on the **cell** under the **Due Date** column.

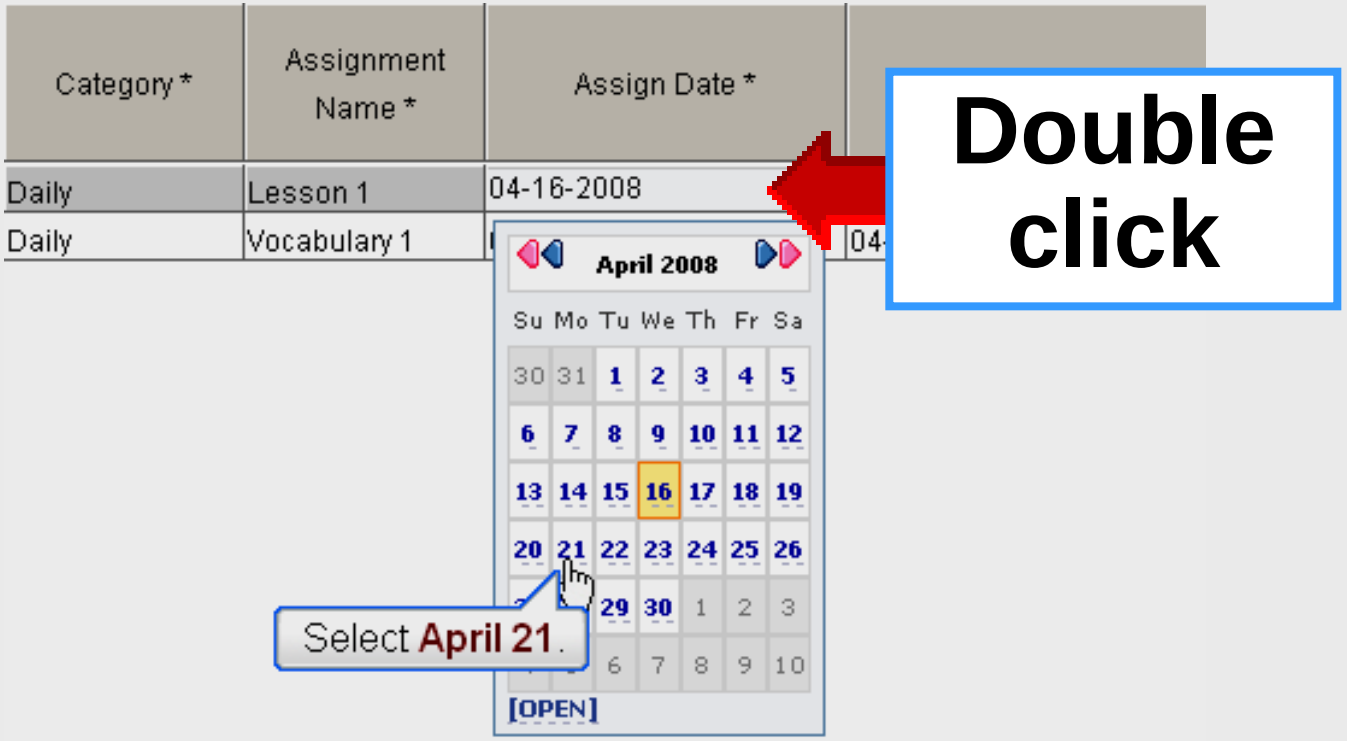
Due Date

- Date Due calendar appears
- Select Due Date for assignment



Assign Date

- **Assignment Date calendar appears**
- **Select** Assign Date



Scale Value

Scale Value *	Maximun Value *	#Count	Gradebook Grading Cycle *
100	100	1	6

- Leave value set to 100
- Incorrect student grades will result when set to other values

Maximum Value

Scale Value *	Maximun Value *	#Count	Gradebook Grading Cycle *
100	100	1	6

- Minimum value always = 100
- Can be increased for **extra credit**
  Maximum value = 175

#Count

Scale Value *	Maximun Value *	#Count	Gradebook Grading Cycle *
100	100	1	6

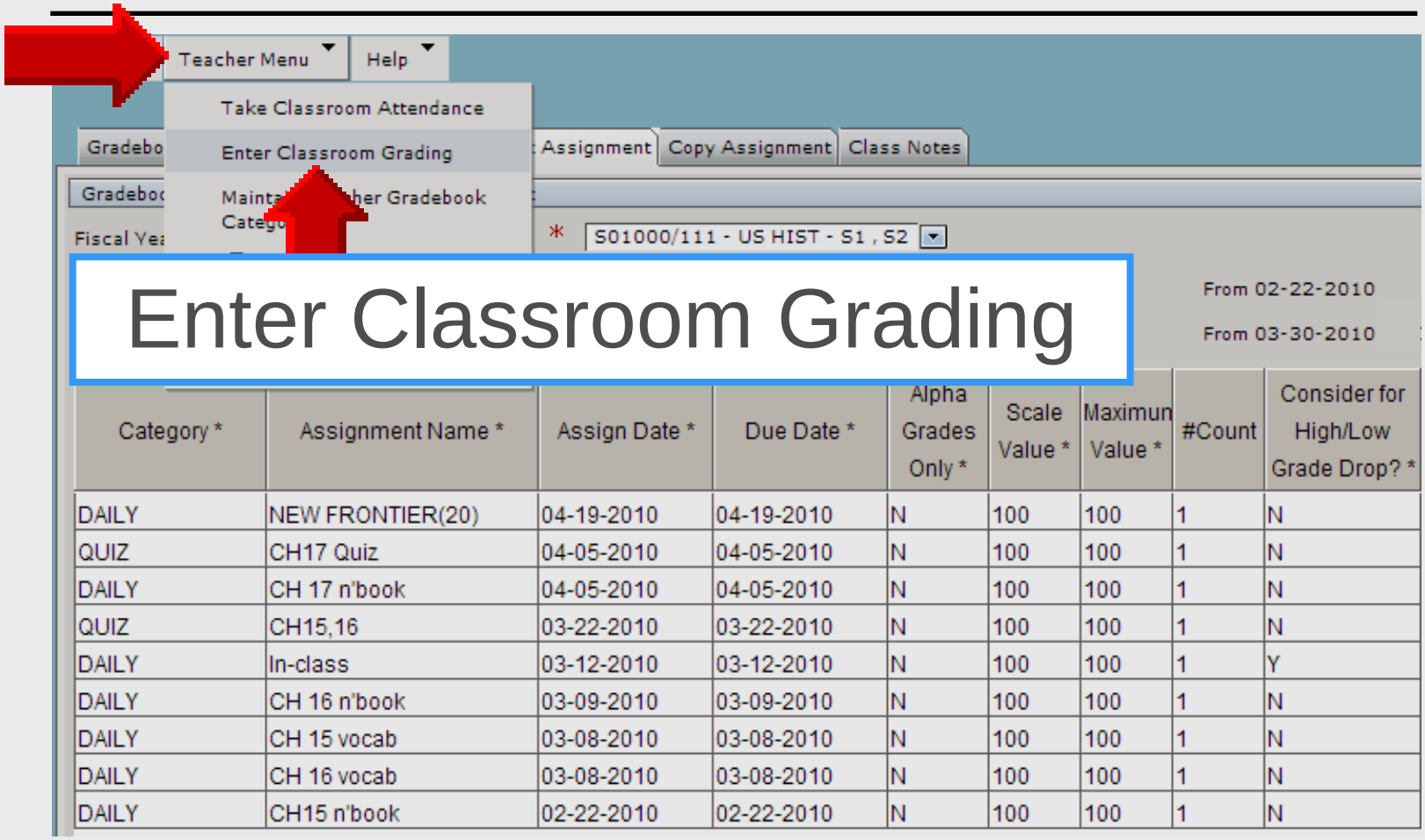
- Default value = 1
- Can be increased to 2 or 3 for additional assignment weight

Grading Cycle

Scale Value *	Maximun Value *	#Count	Gradebook Grading Cycle *
100	100	1	6

- Indicates grading period
- Secondary – 1 through 6
  Elementary – 1 through 4

Return to Gradebook

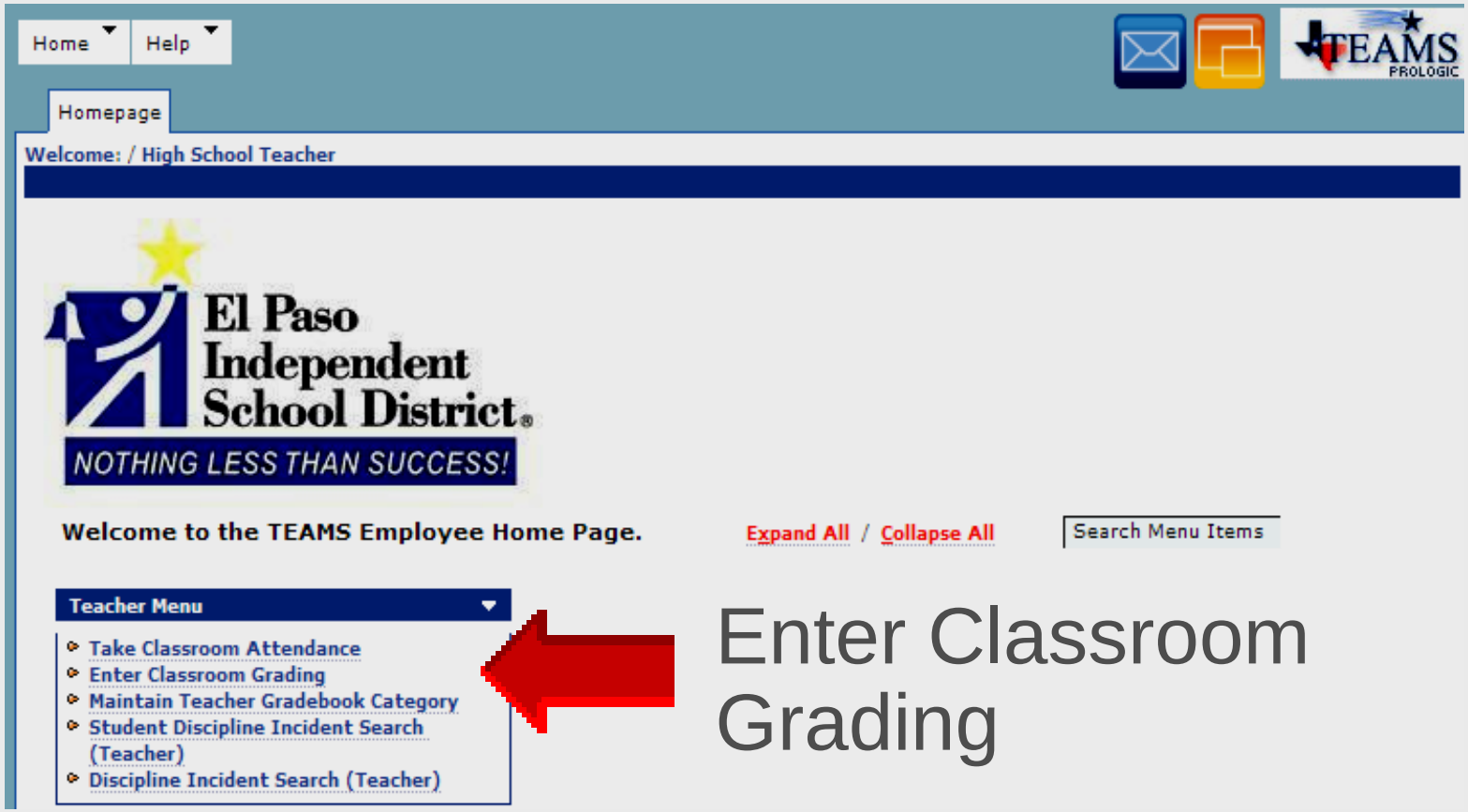


Category *	Assignment Name *	Assign Date *	Due Date *	Alpha Grades Only *	Scale Value *	Maximun Value *	#Count	Consider for High/Low Grade Drop? *
DAILY	NEW FRONTIER(20)	04-19-2010	04-19-2010	N	100	100	1	N
QUIZ	CH17 Quiz	04-05-2010	04-05-2010	N	100	100	1	N
DAILY	CH 17 n'book	04-05-2010	04-05-2010	N	100	100	1	N
QUIZ	CH15,16	03-22-2010	03-22-2010	N	100	100	1	N
DAILY	In-class	03-12-2010	03-12-2010	N	100	100	1	Y
DAILY	CH 16 n'book	03-09-2010	03-09-2010	N	100	100	1	N
DAILY	CH 15 vocab	03-08-2010	03-08-2010	N	100	100	1	N
DAILY	CH 16 vocab	03-08-2010	03-08-2010	N	100	100	1	N
DAILY	CH15 n'book	02-22-2010	02-22-2010	N	100	100	1	N

TEAMS *for* Teachers

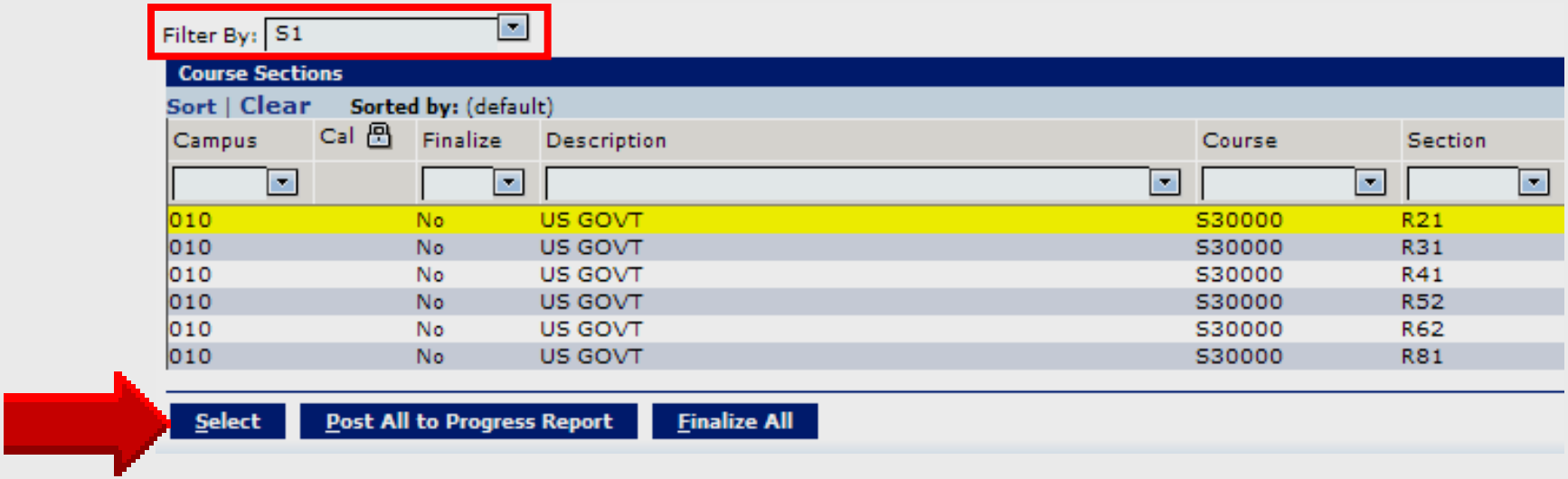
Entering Grades

The Gradebook



Enter Classroom Grading

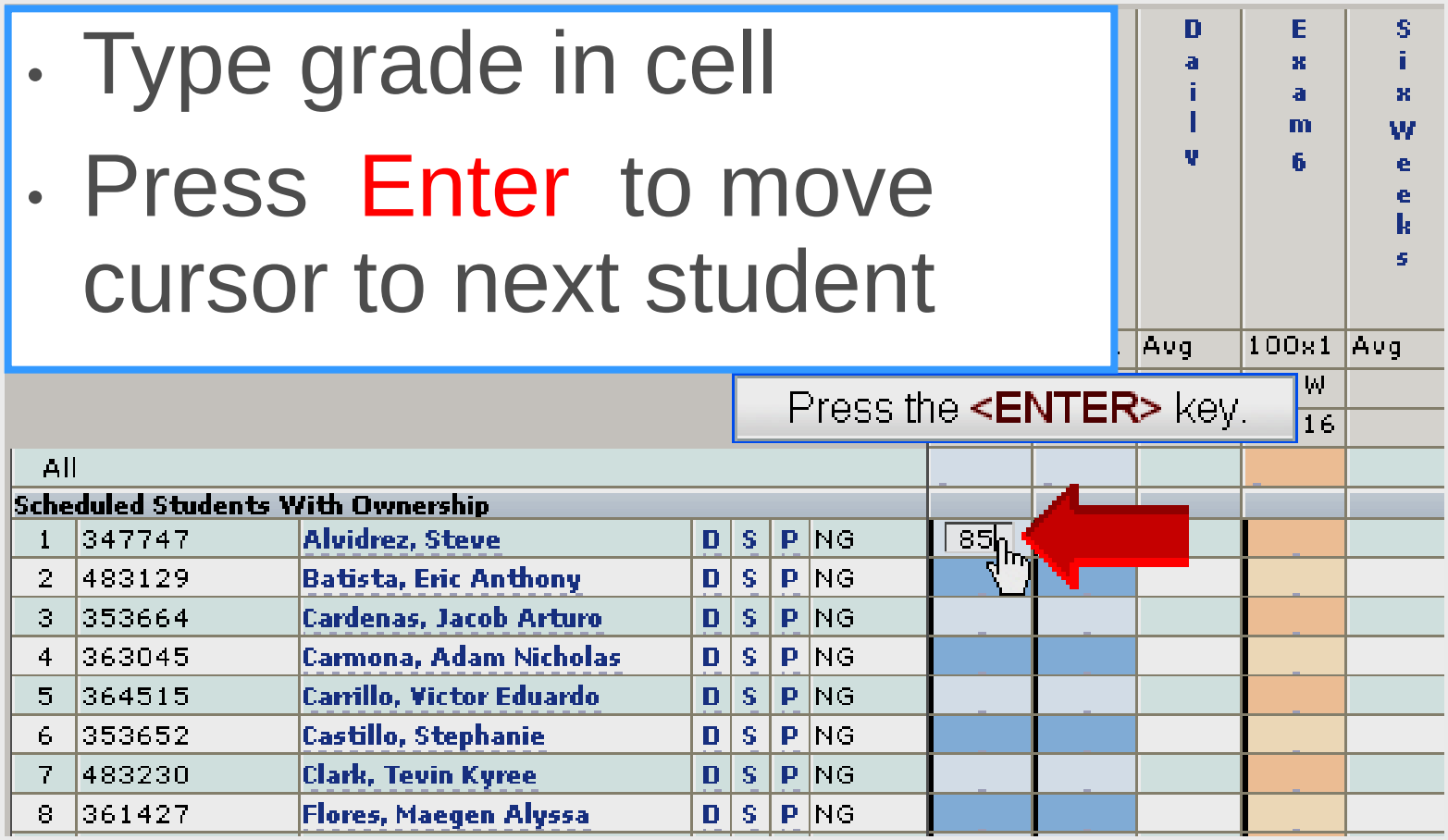
The Gradebook



- Highlight desired course/section
- Click **Select**
- Cannot double-click to open

Enter Individual Grades

- Type grade in cell
- Press Enter to move cursor to next student



Enter Grade *for* All

Same grade for all students

- Type grade in All row
- Press Enter to fill column

Press the <ENTER> key.

												W 16
All									100			
Scheduled Students With Ownership												
1	347747	Alvidrez, Steve	D	S	P	85	85			85		
2	483129	Batista, Eric Anthony	D	S	P	75	75			75		
3	353664	Cardenas, Jacob Arturo	D	S	P	98	98			98		
4	363045	Carmona, Adam Nicholas	D	S	P	100	100			100		
5	364515	Carrillo, Victor Eduardo	D	S	P	62	62			62		
6	353652	Castillo, Stephanie	D	S	P	86	86			86		
7	483230	Clark, Tevin Kyree	D	S	P	84	84			84		
8	361427	Flores, Maegen Alyssa	D	S	P	79	79			79		

Enter Grade *for* All

Same grade now assigned to All students

									Daily		Daily	Exam 6	Six Weeks
									100x1	100x1	Avg	100x1	Avg
									Daily	D		Six W	
									Apr 18	Ap		Apr 16	
All													
Scheduled Students With Ownership													
1	347747	Alvidrez, Steve	D	S	P	93	85	100	93				
2	483129	Batista, Eric Anthony	D	S	P	88	75	100	88				
3	353664	Cardenas, Jacob Arturo	D	S	P	99	98	100	99				
4	363045	Carmona, Adam Nicholas	D	S	P	100	100	100	100				
5	364515	Carrillo, Victor Eduardo	D	S	P	81	62	100	81				
6	353652	Castillo, Stephanie	D	S	P	93	86	100	93				
7	483230	Clark, Tevin Kyree	D	S	P	92	84	100	92				
8	361427	Flores, Maegen Alyssa	D	S	P	90	79	100	90				

Optional Gradebook Codes

Will calculate as **ZERO** when entered as a grade

U – **Unexcused absence**

CH – **Cheating**

NHI – **Not handed in**

Optional Gradebook Codes

No Calculation Value when entered as a grade

E – **Excused absence**

L – **Late**

T – **Transfer**

ABS – **Absent**

XMT – **Semester exemption**

DNP – **Did not participate**

OMT – **Excused**

Save Gradebook

Gradebook not currently saved

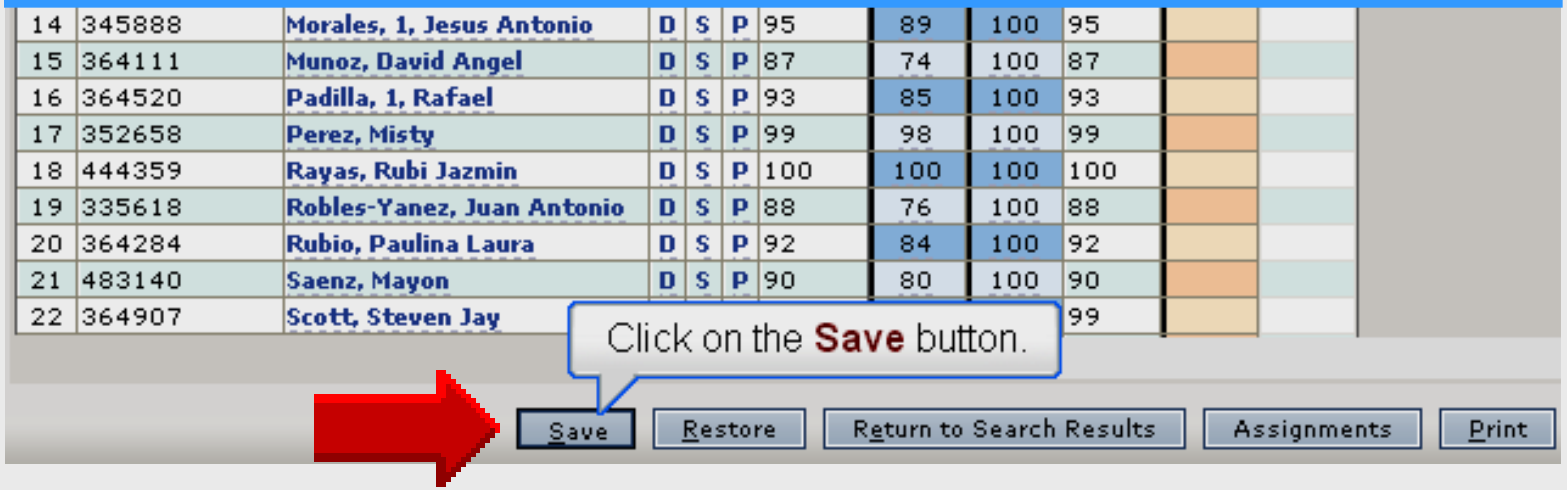
You have unsaved changes

						Avg	Vocabulary	Lesson 1	Daily	Exam 6	Six Weeks
							100x1	100x1	Avg	100x1	Avg
							Daily	Daily		Six W	
							Apr 18	Apr 21		Apr 16	
All											
Scheduled Students With Ownership											
1	347747	Alvidrez, Steve	D	S	P	93	85	100	93		
2	483129	Batista, Eric Anthony	D	S	P	88	75	100	88		
3	353664	Cardenas, Jacob Arturo	D	S	P	99	98	100	99		
4	363045	Carmona, Adam Nicholas	D	S	P	100	100	100	100		
5	364515	Carrillo, Victor Eduardo	D	S	P	79	62	95	79		
6	353652	Castillo, Stephanie	D	S	P	93	86	100	93		
7	483230	Clark, Tevin Kyree	D	S	P	92	84	100	92		
8	361427	Flores, Maegen Alyssa	D	S	P	90	79	100	90		

Save Gradebook

Scroll to bottom of screen

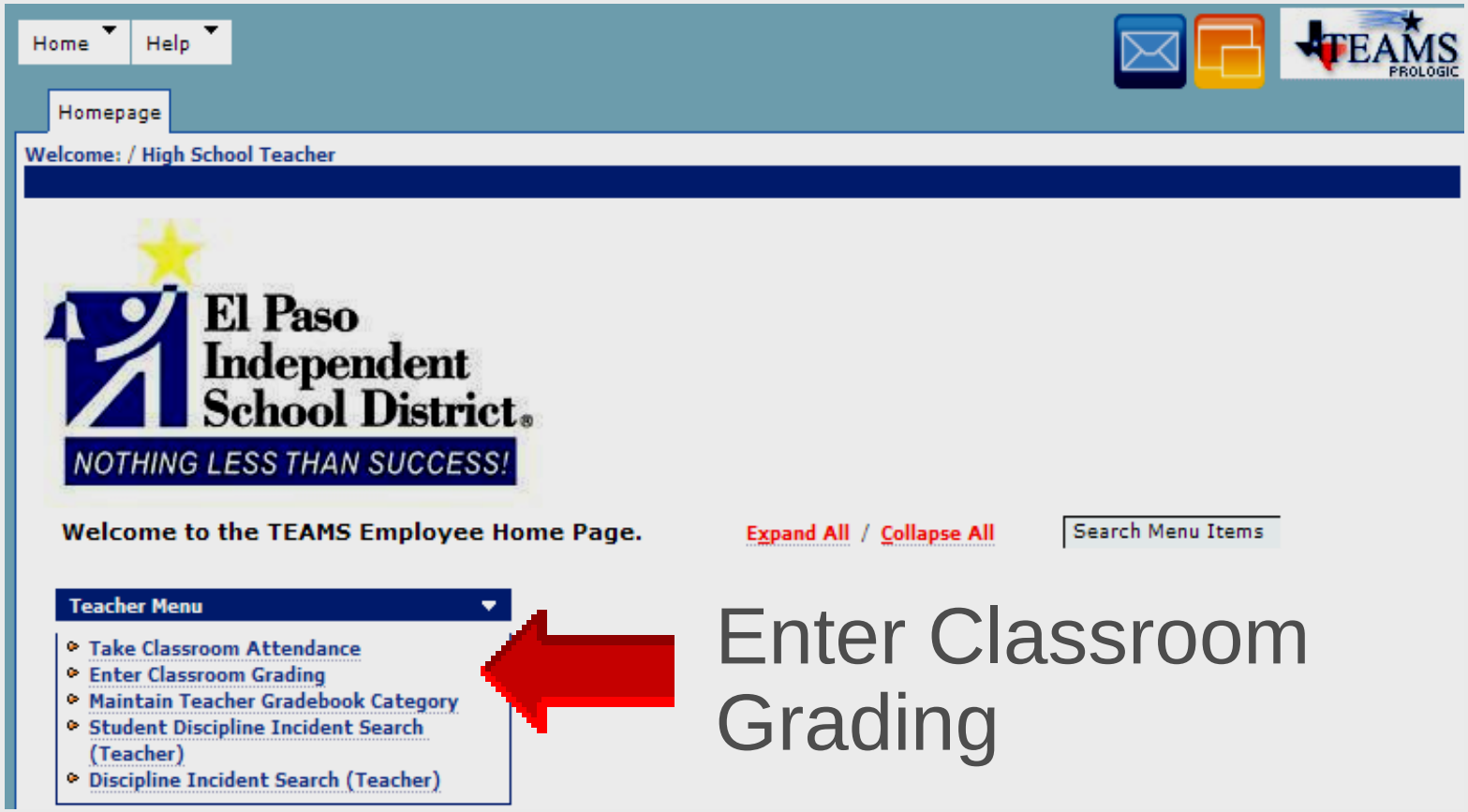
- Click Save
- Click OK to confirm Save



TEAMS *for* Teachers

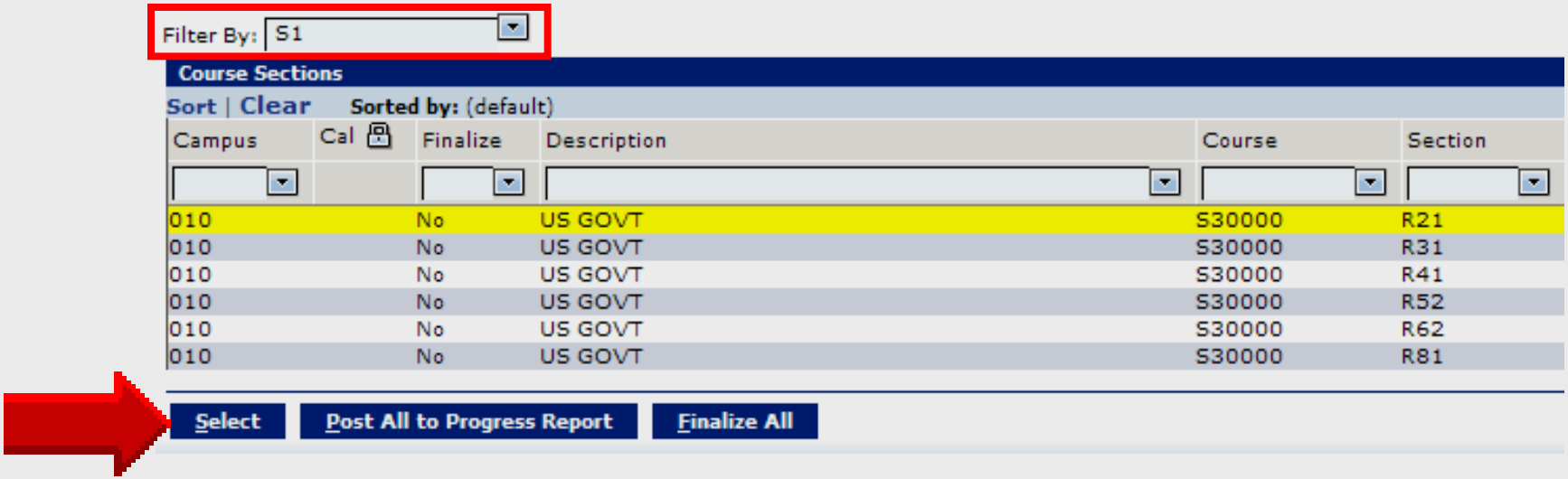
Student Demographics

The Gradebook



Enter Classroom Grading

The Gradebook



- Highlight desired course/section
- Click **Select**
- Cannot double-click to open

Demographics

#	Student Name						Avg
All							
Class Average							
	Scheduled Students With Ownership						
1	Aziz, Karime Odette	D	S	G	P		NG
2	Braswell, Paul Robert	D	S	G	P		NG
3	Hayakawa, Akiho	D	S	G	P		NG
4	Limas, Francisco Jose	D	S	G	P		NG
5	Oropeza Montes, Dafne Aileen	D	S	G	P		NG
6	Ruiloba, Rachel	D	S	G	P		NG
7	Sandoval, Joselynn	D	S	G	P		NG
8	Zuniga Gonzalez, Jonathan	D	S	G	P		NG

Schedule

#	Student Name						Avg
All							
Class Average							
	Scheduled Students With Ownership						
1	Aziz, Karime Odette	D	S	G	P		NG
2	Braswell, Paul Robert	D	S	G	P		NG
3	Hayakawa, Akiho	D	S	G	P		NG
4	Limas, Francisco Jose	D	S	G	P		NG
5	Oropeza Montes, Dafne Aileen	D	S	G	P		NG
6	Ruiloba, Rachel	D	S	G	P		NG
7	Sandoval, Joselynn	D	S	G	P		NG
8	Zuniga Gonzalez, Jonathan	D	S	G	P		NG

Schedule

Schedule

Local Id: 386015 **Student Name**

Student Schedule

Course	Sect	Description	St	Pt	Trm	Day	Prd	Teacher	Room
S30000	R11	US GOVT	F	1	S1	A	01	Tweedle, James Edwin	S236
F198A0	R21	Span VI	F	1	S1	A	02	Kendrick, Heather	E167
C551A0	R31	AP Physics B	S	1	S1	A	03	Skourup, David Wade	E245
Z04800	148	OUT 4TH & 8TH	F	1	S1	A	04	Escareno, Marc E	
C206A0	R51	AP Bio	F	1	S1	B	05	Henry, Milton Dean	S238
S705A0	R61	AP Psychology	S	1	S1	B	06	McCaig, Carl Arnold	W209
E360D0	R71	Eng IV Dual Cr	F	1	S1	B	07	Jamison, Cathryn B	L134
Z04800	148	OUT 4TH & 8TH	F	1	S1	B	08	Escareno, Marc E	
S31000	R211	ECO-FE	F	1	S2	A	01	Tweedle, James Edwin	S236
F198A0	R21	Span VI	F	2	S2	A	02	Kendrick, Heather	E167
C551A0	R31	AP Physics B	S	2	S2	A	03	Skourup, David Wade	E245
Z04800	148	OUT 4TH & 8TH	F	2	S2	A	04	Escareno, Marc E	
C206A0	R51	AP Bio	F	2	S2	B	05	Henry, Milton Dean	S238
S60000	R261	SOCIOLOGY	F	1	S2	B	06	Bailey, Carl Leon	E185

record count: 16 of 16

Print

Grade

#	Student Name						Avg
All							
Class Average							
	Scheduled Students With Ownership						
1	Aziz, Karime Odette	D	S	G	P		NG
2	Braswell, Paul Robert	D	S	G	P		NG
3	Hayakawa, Akiho	D	S	G	P		NG
4	Limas, Francisco Jose	D	S	G	P		NG
5	Oropeza Montes, Dafne Aileen	D	S	G	P		NG
6	Ruiloba, Rachel	D	S	G	P		NG
7	Sandoval, Joselynn	D	S	G	P		NG
8	Zuniga Gonzalez, Jonathan	D	S	G	P		NG

Report Card

Local ID: 389515 Male

Report Card | Progress

Filter: Show Grading Only

Course	Section	Teacher	Short Desc	Day Prd	NW1	NW2	NW3	NW4	EX1
Scheduled									
S30000	R11	Tweedle, James	US GOVT	A - 01					
M63000	R72	Solo, Ramonita	GEOMETRY	B - 07					
E34000	R32	Summers, Heather	ENGLISH 3	A - 03					
A01000	R51	Antebi, Barbara	ART 1	B - 05					
S01000	R12	Kilbourne, Bruce	US HIST	A - 01					
Dropped									

Picture

#	Student Name						Avg
All							
Class Average							
	Scheduled Students With Ownership						
1	Aziz, Karime Odette	D	S	G	P		NG
2	Braswell, Paul Robert	D	S	G	P		NG
3	Hayakawa, Akiho	D	S	G	P		NG
4	Limas, Francisco Jose	D	S	G	P		NG
5	Oropeza Montes, Dafne Aileen	D	S	G	P		NG
6	Ruiloba, Rachel	D	S	G	P		NG
7	Sandoval, Joselynn	D	S	G	P		NG
8	Zuniga Gonzalez, Jonathan	D	S	G	P		NG

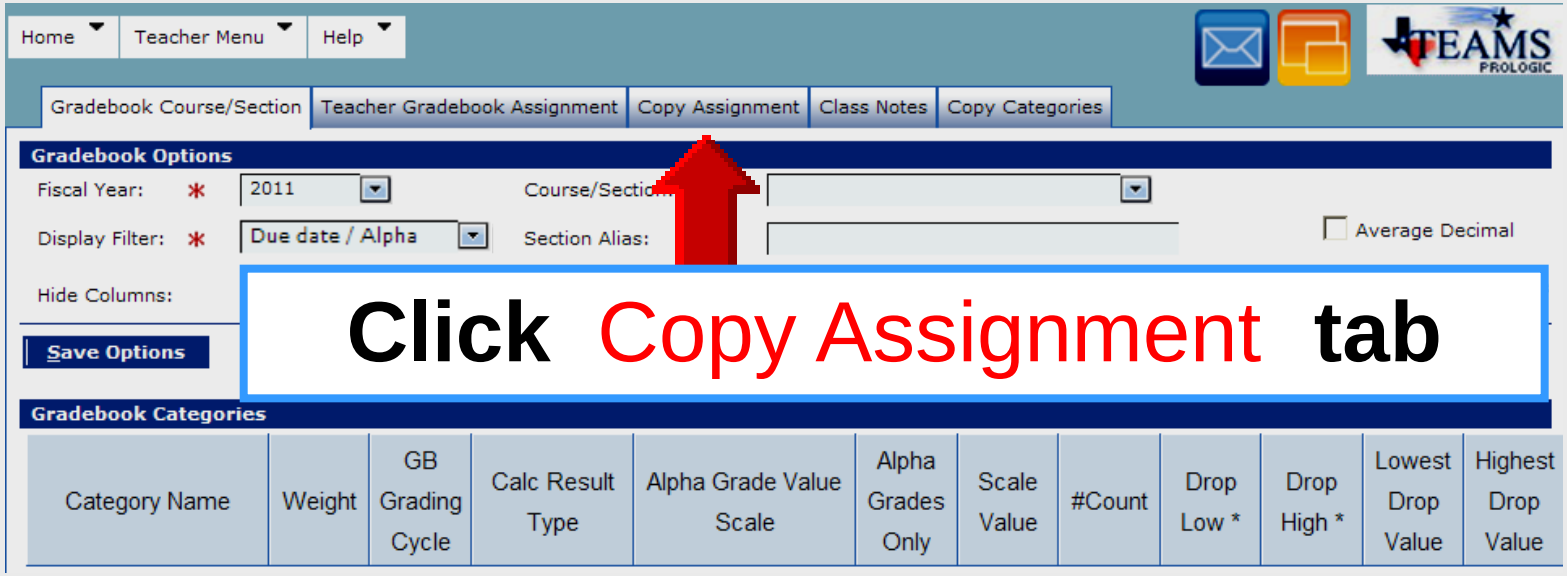
TEAMS *for* Teachers

Copying Assignments

Copy Assignments

- **Copy assignments from one course/section to several other course/sections**
- **Grades are not copied**

Copy Assignments



Click Copy Assignment **tab**

Copy Assignments

Assignments

Fiscal Year:2011

Course/Section: * S30000/R21 - US GOVT - S1 - A/02

Grade Type: * 1st Nine Weeks

Due Date	Assignment Name	Category Name
08-23-2010	'STARTED' paper	COURSE WORK
08-25-2010	CH1 n'book	COURSE WORK
08-25-2010	4 TERMS	COURSE WORK

Add

Add All

Remove

Remove All

Due Date	Assignment Name	Category Name

Source area

Course/Sections

Course	Section	Short Course Description	Location ID	Calendar ID
S30000	R31	US GOVT	010	1
S30000	R41	US GOVT	010	1
S30000	R52	US GOVT	010	1
S30000	R62	US GOVT	010	1
S30000	R81	US GOVT	010	1
S31000	R221	ECO-FE	010	1
S31000	R231	ECO-FE	010	1
S31000	R241	ECO-FE	010	1

Add

Add All

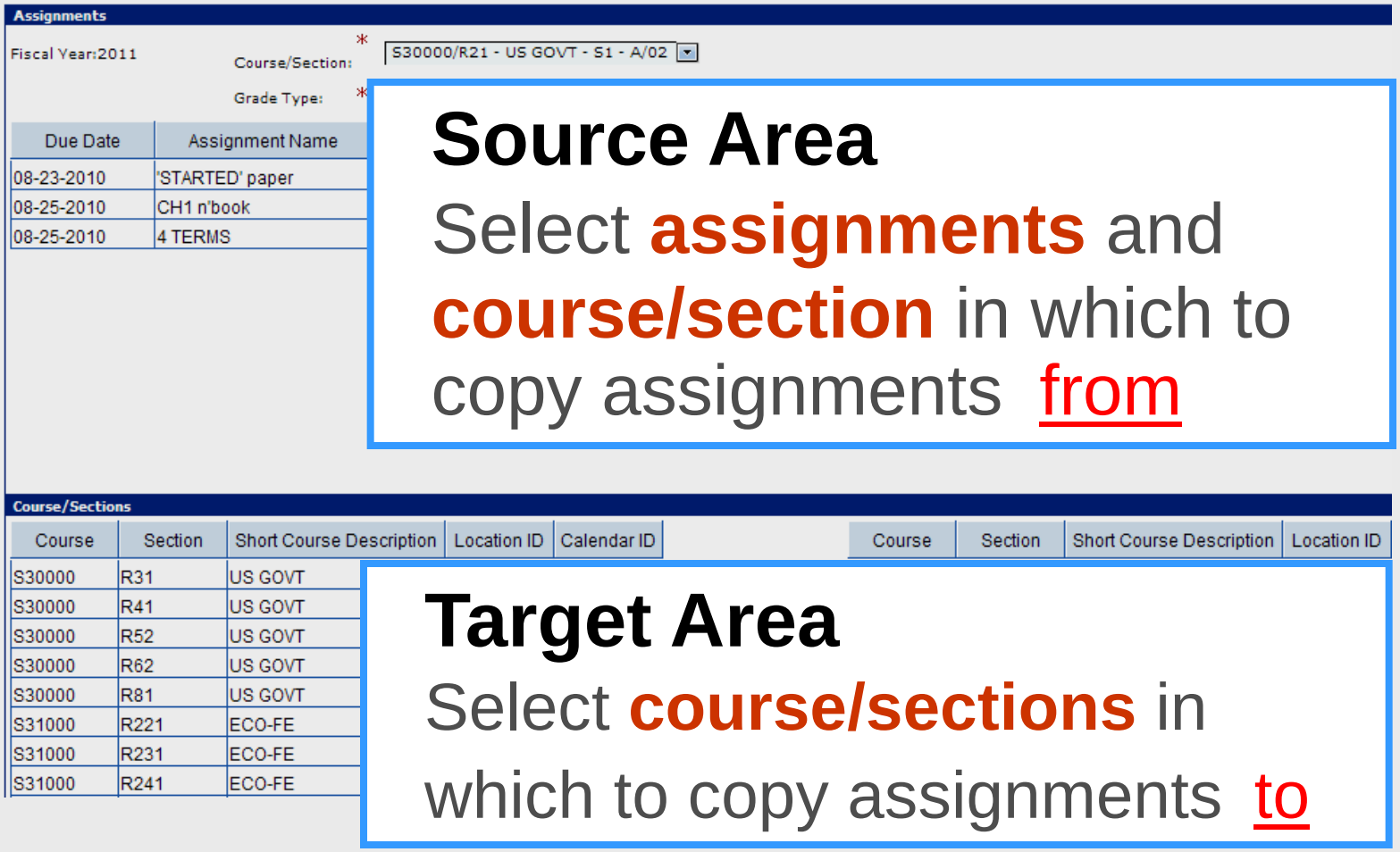
Remove

Remove All

Course	Section	Short Course Description	Location ID

Target area

Copy Assignments



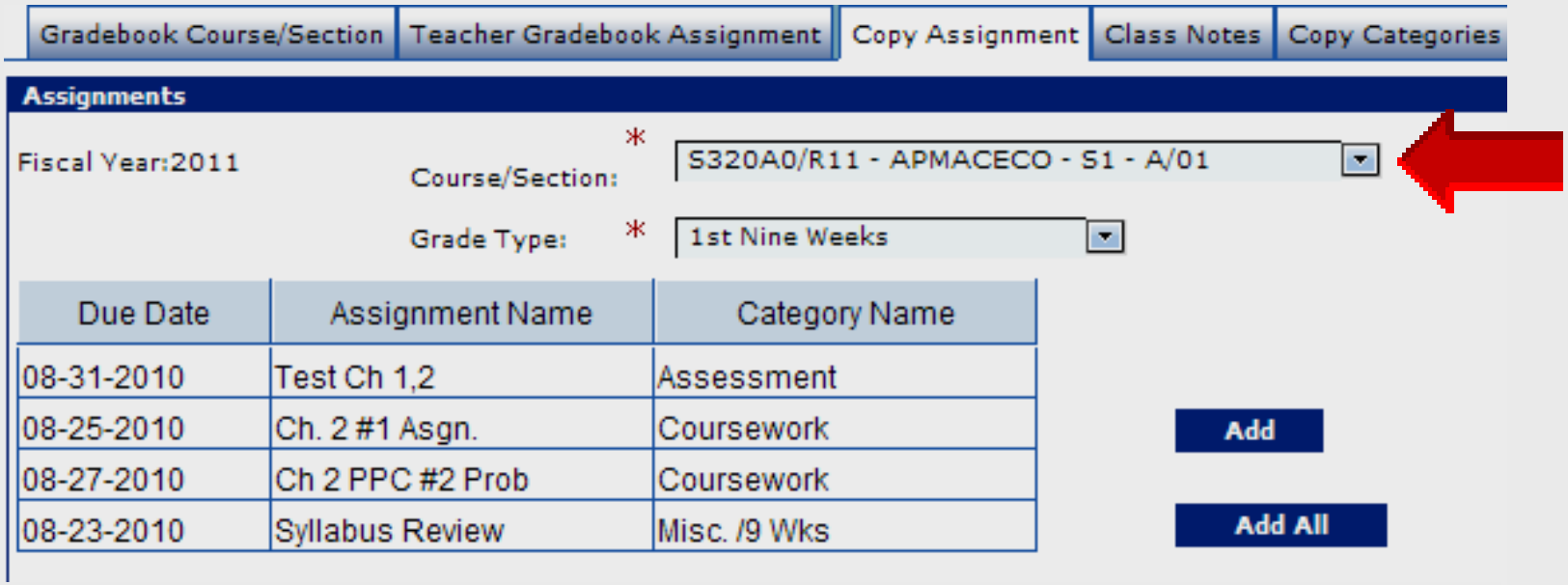
Source Area

Select **assignments** and **course/section** in which to copy assignments from

Target Area

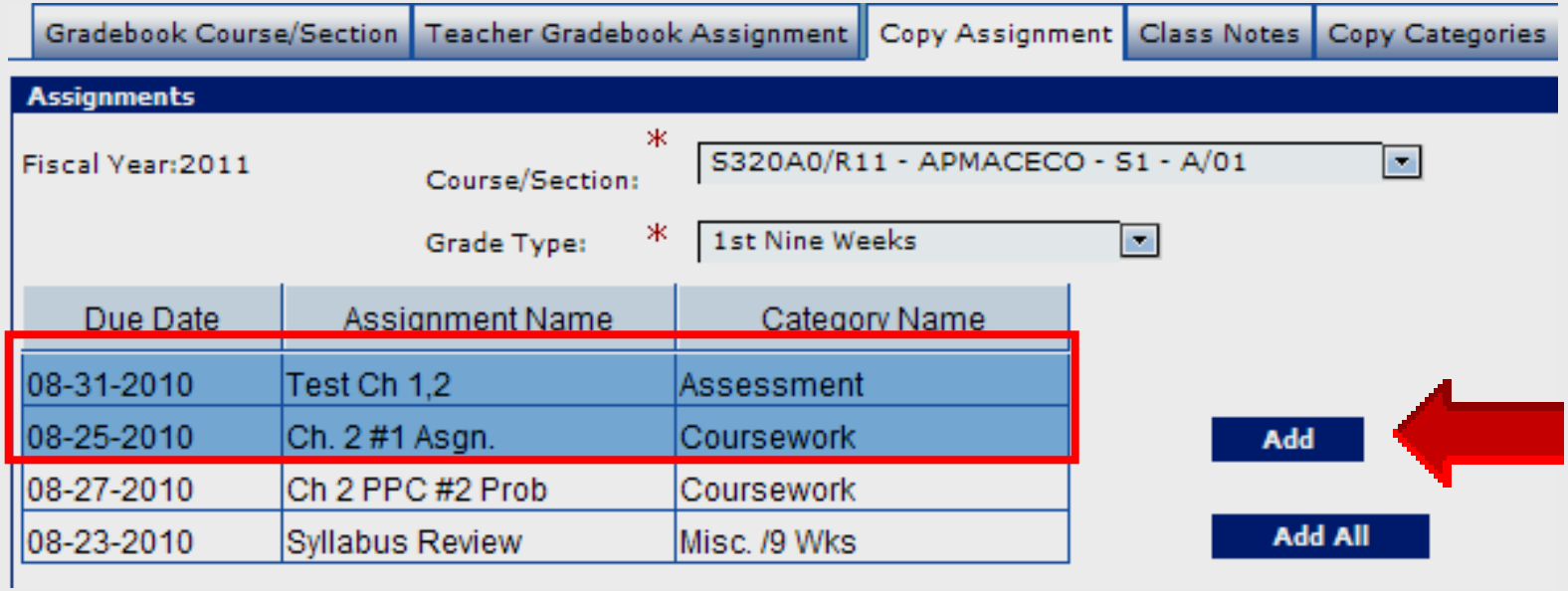
Select **course/sections** in which to copy assignments to

Select Assignments – Source



- Select **Course/Section** to copy **<u>from</u>**
- Select specific assignments with Control - left click – click **Add**

Select Assignments – Source



- Select **Course/Section** to copy **<u>from</u>**
- Select specific assignments with Control - left click – click **Add**

Select Assignments – Source

Due Date	Assignment Name	Category Name
08-31-2010	Test Ch 1,2	Assessment
08-25-2010	Ch. 2 #1 Asgn.	Coursework

Add

Add All

Remove

Remove All

- Specific assignments selected with Add or Add All button
- **Assignments not copied yet into** target **course/sections**

Select Sections – Target

Course/Sections

Course	Section	Short Course Description	Location ID	Calendar ID
S320A0	R21	APMACECO	010	1
E55400	R41	IND ST ENG C	010	1
E55200	R41	IND ST ENG	010	1
S705A0	R51	AP Psychology	010	1
S320A0	R61	APMACECO	010	1
S300D0	R81	GOVT DUAL CREDI	010	1
S700D0	R81	Psyc DC	010	1
S600D0	R81	DC Sociology	010	1

Add

Add All

Remove

Remove All

- Select specific course/sections with Control - left click – click **Add**
- **Assignments not copied yet into** target **course/sections**

Select Sections – Target

Add

Add All

Remove

Remove All

Course	Section	Short Course Description	Location ID	Calendar ID
S320A0	R21	APMACECO	010	1
S320A0	R61	APMACECO	010	1

- Specific course/sections selected with Add or Add All button
- **Assignments not copied yet into** target **course/sections**

Copy Assignments

Assignments

Fiscal Year:2010

Course/Section: * S01000/111 - US HIST - S1 , S2

Grade Type: * 5th Six Weeks

Due Date	Assignment Name	Category Name
03-08-2010	CH 16 vocab	DAILY
03-09-2010	CH 16 n'book	DAILY
04-05-2010	CH 17 n'book	DAILY
04-19-2010	NEW FRONTIER(20)	DAILY
04-05-2010	CH17 Quiz	QUIZ

Add

Add All

Remove

Remove All

Source assignments

Due Date	Assignment Name	Category Name
02-22-2010	CH15 n'book	DAILY
03-08-2010	CH 15 vocab	DAILY
03-12-2010	In-class	DAILY
03-22-2010	CH15,16	QUIZ

Target course/sections

Course/Sections

Course	Section	Short Course Description	Location ID	Calendar ID
S30000	131	US GOVT	010	1
S30000	162	US GOVT	010	1
S31000	231	ECO-FE	010	1
S31000	262	ECO-FE	010	1

Add

Add All

Course	Section	Short Course Description	Location ID	Cal
S01000	142	US HIST	010	1
S01000	153	US HIST	010	1
S01000	185	US HIST	010	1

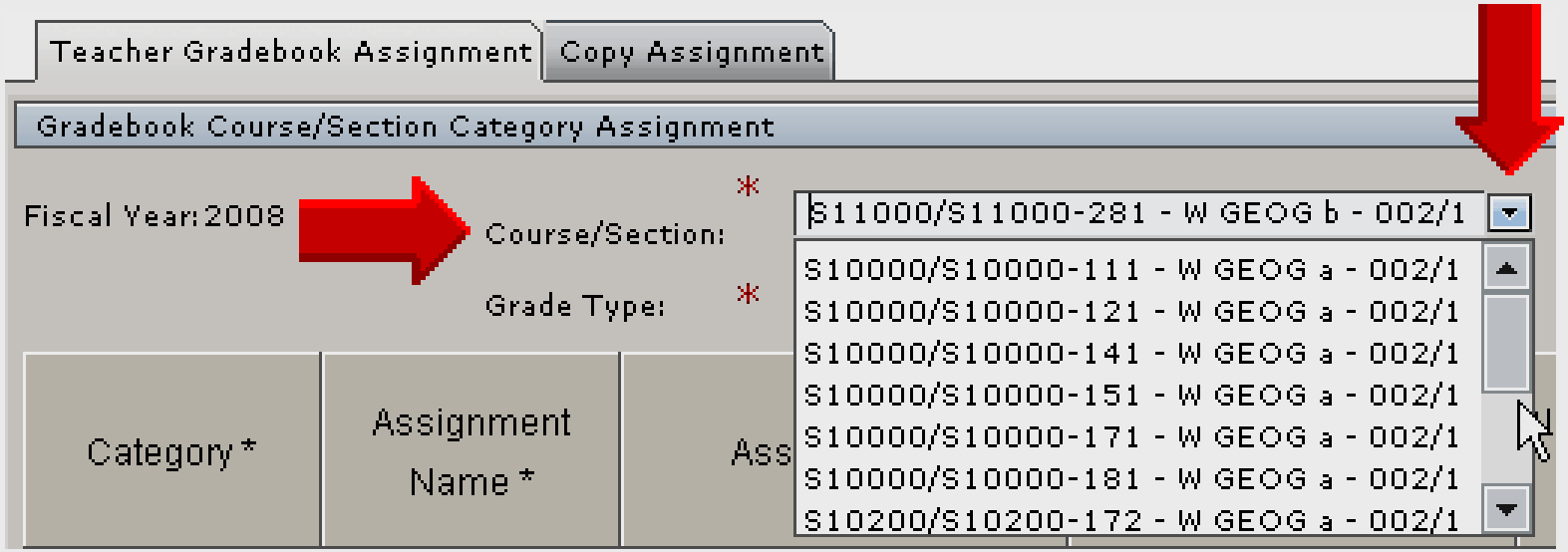
Copy

- Click **Copy** to copy assignments
- Assignments now copied

Copy Assignments

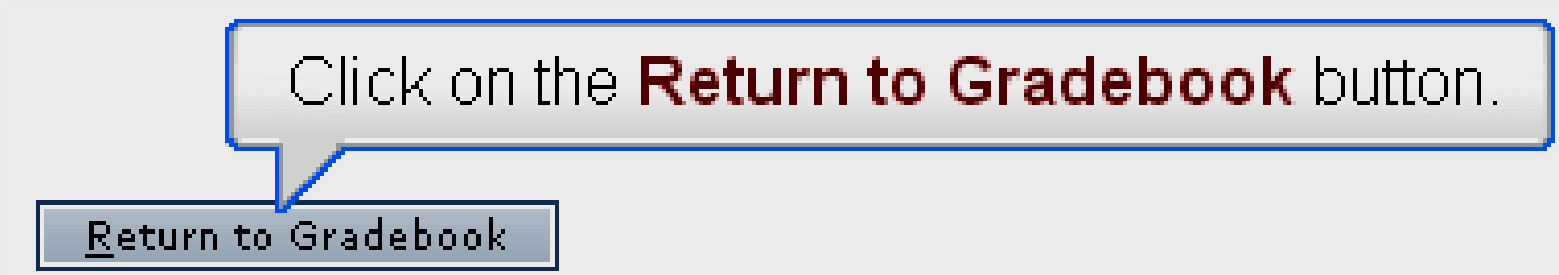
Click OK to close window

Verify Assignments



Review classes in Course/Section menu to insure assignments were copied into selected course/sections

Return *to* Gradebook



Save Gradebook

Gradebook not currently saved

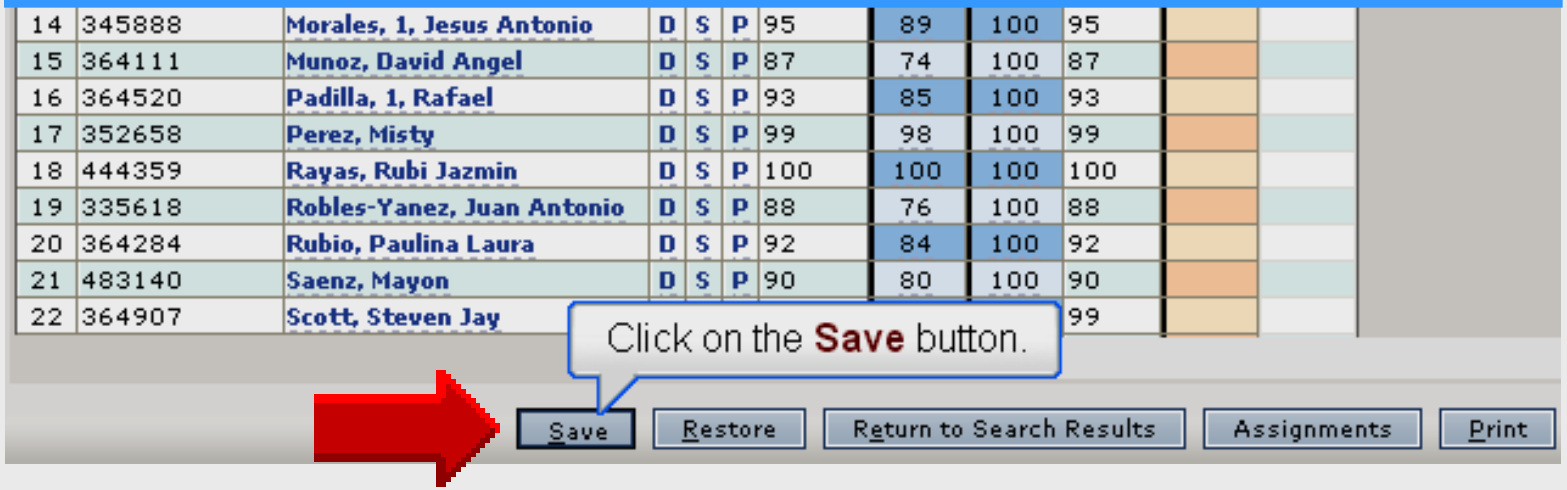
You have unsaved changes

						Avg	Vocabulary	Lesson 1	Daily	Exam 6	Six Weeks
							100x1	100x1	Avg	100x1	Avg
							Daily	Daily		Six W	
							Apr 18	Apr 21		Apr 16	
All											
Scheduled Students With Ownership											
1	347747	Alvidrez, Steve	D	S	P	93	85	100	93		
2	483129	Batista, Eric Anthony	D	S	P	88	75	100	88		
3	353664	Cardenas, Jacob Arturo	D	S	P	99	98	100	99		
4	363045	Carmona, Adam Nicholas	D	S	P	100	100	100	100		
5	364515	Carrillo, Victor Eduardo	D	S	P	79	62	95	79		
6	353652	Castillo, Stephanie	D	S	P	93	86	100	93		
7	483230	Clark, Tevin Kyree	D	S	P	92	84	100	92		
8	361427	Flores, Maegen Alyssa	D	S	P	90	79	100	90		

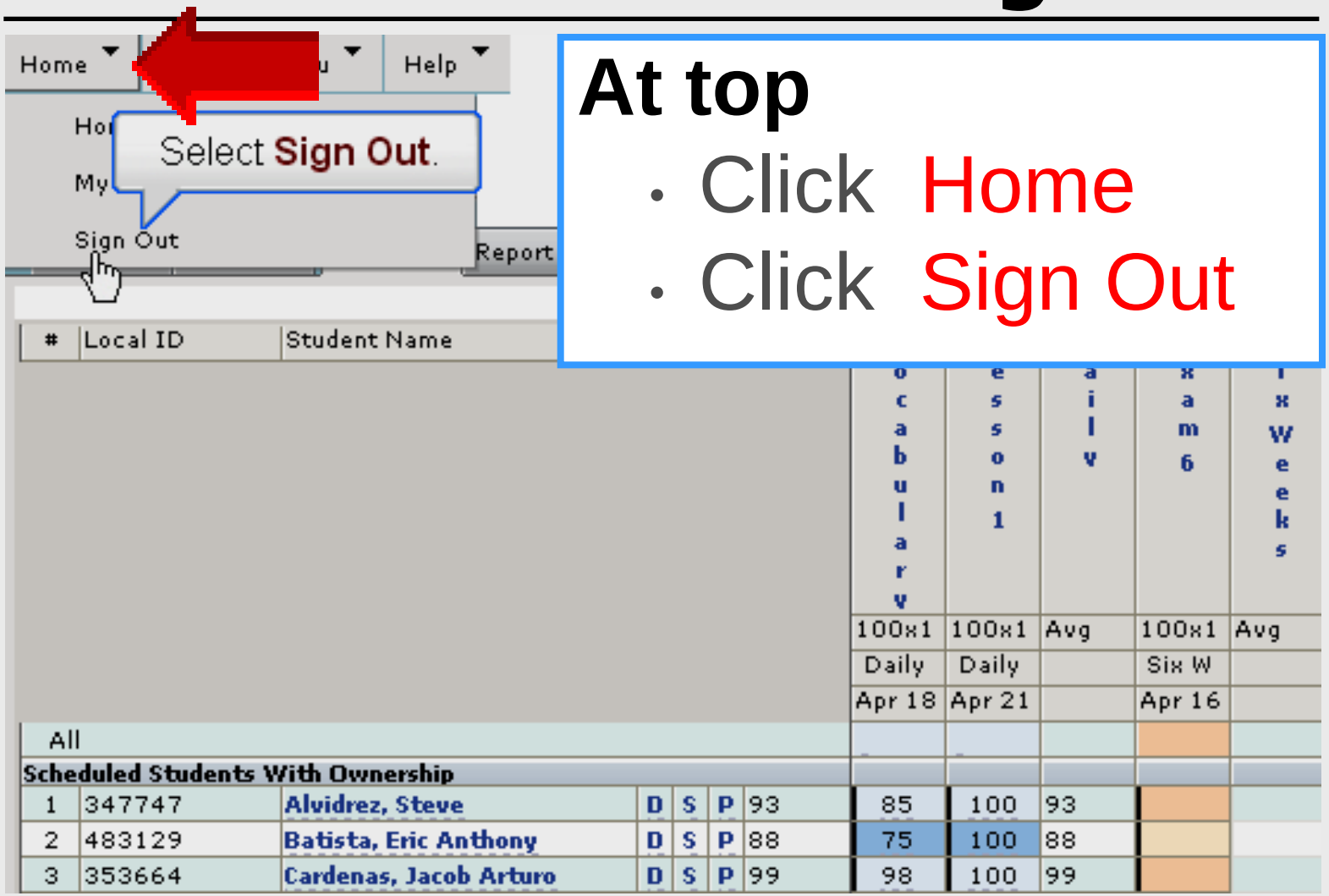
Save Gradebook

Scroll to bottom of screen

- Click Save
- Click OK to confirm Save



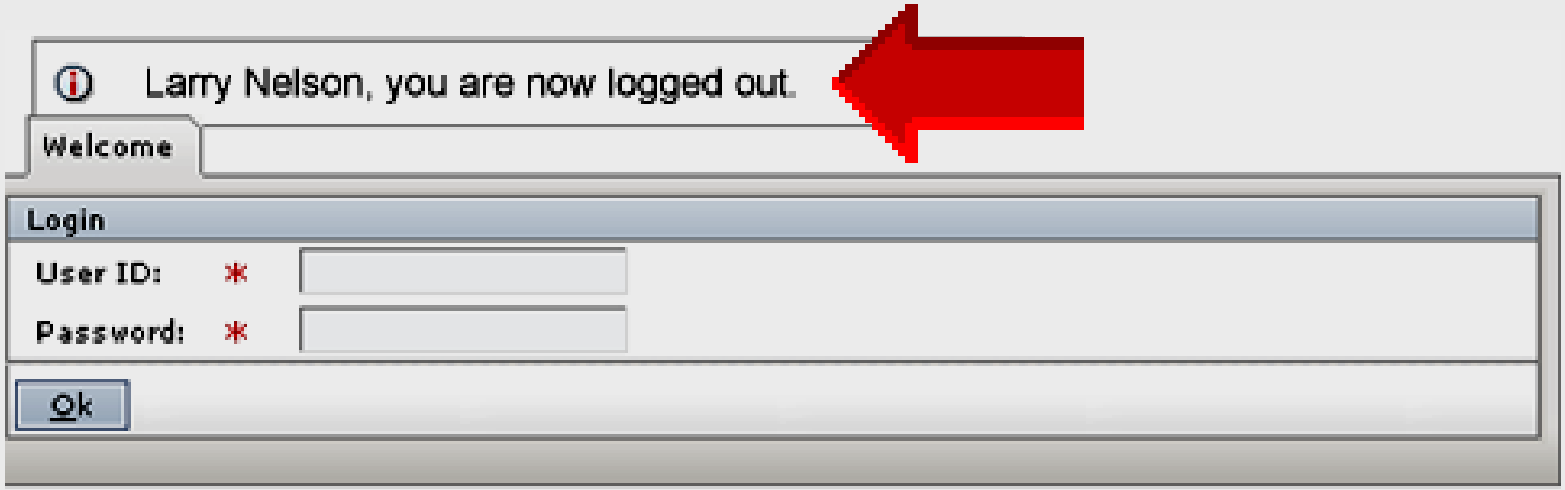
Sign Out



At top

- Click Home
- Click Sign Out

Logged Out



Prevents unauthorized access when not at computer

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- EasyTech
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  - Audacity
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  - Creating a Digital Story
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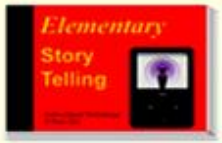
  - Podcast Projects
  - Sample Movie Maker files
  - Syncing video iPod
  - Using iTunes
  - Windows Movie Maker
    - MOV-WMV converter
    - MP4-AVI converter
    - WMV-MP4 converter
- TEAMS *for* Teachers
  - Attendance
  - Gradebook
    - 1 Gradebook Options
    - 2 Category Setup
    - 3 Copying Categories
    - 4 Adding Assignments
    - 5 Entering Grades
    - 6 Copying Assignments
  - Parent Portal
  - Progress Report
  - Report Card
  - Transfer Grade

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts. The PDF format is accessible on both Windows and MAC platforms using Adobe Reader, or the fast and simple open-source reader for Windows called Sumatra.

Elementary Storytelling in iTunes

View all 21 digital stories from El Paso ISD teachers and students



View In iTunes

Elementary Storytelling illustrates how video and audio tools are used to tell a story - a digital story. Curriculum topics chosen by the teacher vary from class field trips to the reenactment of historical or current events.

Some digital stories include the entire class, while others use a smaller group of selected students. Video length is generally 2 to 10 minutes.

Technology Webinars

using Adobe Connect

- Creating PDF files using Office 2007
- Customizing Quick-Access Toolbar in Office 2007
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- Using HP webcam for Digital Storytelling
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