How To Setup your Schoology gradebook and Synch it with your PowerSchool gradebook

1. Go to the course you wish to alter the gradebook for. On the left-hand side, click **Grade Setup.**



- 2. Add categories for assignments and assessments, change grading scale, add scales or rubrics, and weight categories. Once complete, click **Save Changes** found at the bottom of the page.
- 3. Then click **PowerSchool** on the left-hand side of the screen.

D PowerSchool SIS			
Sync Grades Configuration			
	Your category configurations have	been saved.	
Configuration			
owerSchool limits the characters for assign	ment titles to 50 characters. The checkbox below con	rols whether Schoology will automatically trim the title if it detects one longe	er
Automatically shorten assignment t	itles		
Map your Schoology categories to y lote: Any Schoology categories that are no with those categories will also be excluded.	your categories in PowerSchool for this sect t mapped to a PowerSchool category will not be inclue	on ed in the grade sync. Assignments, Test/Quizzes, and Discussions associated	
Schoology Course Categories	PowerSchool Categories		
Assessments v Add	Assessment		
Classwork/ Homework v Add	> Classwork/Homework		
	> Lab aide Assessment		
🗸 Add	>> Lab aide Assignment		
~ Add	> Labs		
Participation ~ Add	> Participation & notebook check		
Projects V Add	> Projects		
• Add	> Student Feedback		
Save Changes			

- 4. Select "Automatically shorten assignment titles"
- 5. Use the drop-down boxes to select how you want Schoology assignment types synched into your PowerSchool gradebook.
- 6. Click on "Save Changes"