

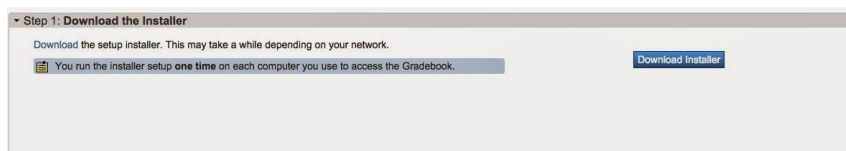
There is a new way to access Gradebook besides logging in through PowerSchool. This new way puts a shortcut to Gradebook on your desktop. This way you can double click the Gradebook icon, then log in using your PowerSchool username and password. **Do this through Chrome** (as Internet Explorer and Firefox seem to have a problem with this process). Please note that you may do this at home as well. **In order to log in, your first letter of your first name and first letter of your last name must be capitalized (for example JDoe). Everything else must be lower case, otherwise it will say your username is invalid.** **MAC users, the Gradebook icon will work on your MAC as long as you log in as explained above (example JDoe).**

1. Log in to PowerSchool.

2. Click on INSTALLER on lower left side (do not click Launch at this time).



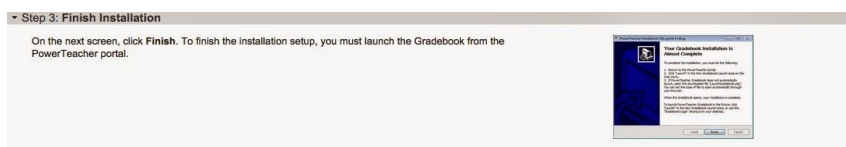
3. Click on DOWNLOAD INSTALLER.



4. Click on INSTALL.



5. Click on FINISH.



6. Now you will have a shortcut on your desktop to access Gradebook. Or you can still log in to PowerSchool and click on LAUNCH.

