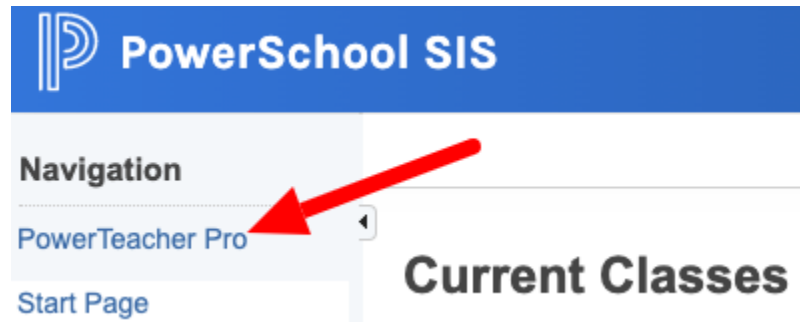
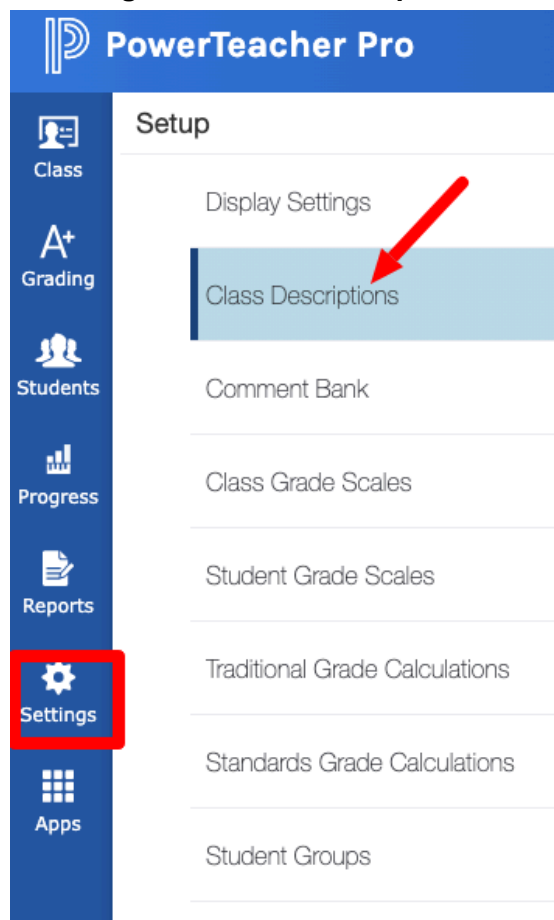


# Creating and Accessing Custom Class Names in PowerSchool

1. Login to PowerSchool at <https://holliston.powerschool.com/teachers/home.html>
2. Select **PowerTeacher Pro**



3. Rename the class under **Settings** and **Class Descriptions**



4. Rename your class in the box next to **Custom Class Name** and click **Save**.

PowerTeacher Pro

Class Descriptions

► 84 Homeroom

▼ 612 Art 6

Course Name: Art 6 Term: 22-23

Course Number: 6600 Start: 8/31/2022 - Wednesday

Section Number: 612 End: 6/21/2023 - Wednesday

Period / Days: 61(M) Grade Scale: RAMS IPS Standards (AP-LP, %)

Custom Class Name: Grade 6 Art (Dragons)

Class Description:

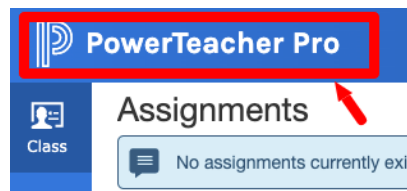
5. The new name for the class now appears in the Class Selector at the top of the page.

PowerTeacher Pro

► 612 Grade 6 Art (Dragons) - 22-23 - RAMS

Class Descriptions

6. New Feature! Select **PowerTeacher Pro** in the upper left corner to return to the attendance portal.



7. Select the **Profile** icon with your initials in the upper right corner and then **Manage Profile**.

PowerSchool SIS

Today is: 09/10/2022 No Schedule Assigned Today

Navigation

PowerTeacher Pro

Start Page

Daily Bulletin

Schedule

Staff Directory

Meals

Reports

Recommendations

Bell Schedule

Attendance Report

BrightArrow Search

BrightArrow My Lists

Current Classes

Exp	Course	Sec #	Term	Enrollment	Attendance Status	Take Attendance	Multi-Day Attendance	Class Attendance	Seating Chart	Submit Lunch Counts	Student Information	Print Class Reports
Art 6	61(M) PowerTeacher Pro	612	22-23	19								
Homeroom	HR(M-F) PowerTeacher Pro	84	22-23	18								

All current students (enrolled as of today)

Manage Profile

Sign Out

8. Under **Application Preferences**, toggle the button to show custom class names to **Yes** and then click **Submit**.

**Application Preferences**

Show custom class names from PowerTeacher Pro Gradebook on the PowerTeacher Start Page. **Yes** Toggle to Yes

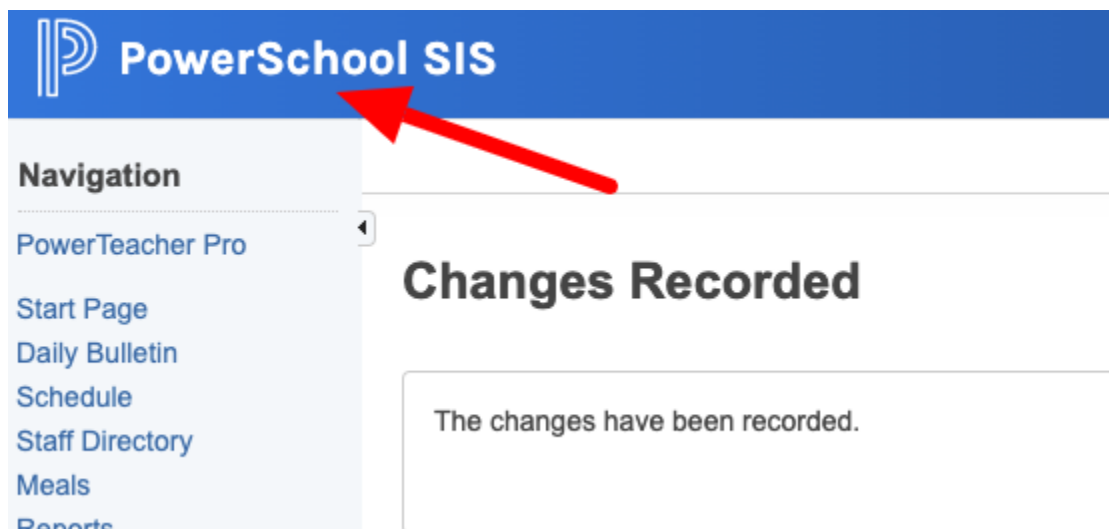
Initial Student Screen  
BrightArrow Parent

Display Section Number on the PowerTeacher Home Page **Yes**

Note: Section number setting will be effective the next time you sign into PowerTeacher.

**Submit**

9. Return to the home page by selecting the **PowerSchool SIS** icon in the upper left corner.



10. The custom class name will now appear under **Current Classes** in the Attendance portal!

### Current Classes

Exp	Course	Sec #	Term	Enrollment	Attendance Status	Take Attendance	Multi-Day Attendance	Class Attendance	Seating Chart	Submit Lunch Counts	Student Information	Print Class Reports
61(M)	Grade 6 Art (Dragons)* PowerTeacher Pro	612	22-23	19								