

PowerTeacher Pro - Publishing Assignments

When Schoology assignments are synchronized to PowerSchool, the assignments are sometimes missing the “Publish” checkmark, which prevents them from being included in the gradebook. This would cause the assignment to be excluded from any of the students’ final grade for the term. Unfortunately, when an assignment is missing this publish option, the only way to correct it is to manually edit the assignment. At this time, we do not know of a way to prevent it, but we will continue to pressure our vendors about this.

To verify or correct the **Publish** option for your assignments:

1. Login to **PowerTeacher Pro**, select the appropriate class or section, and then access **Grading** from the menu

PowerTeacher Pro

Assignments

Class

Q1 is already completed.

CATEGORY	ASSIGNMENTS
Clas	1.Accelerate Grade

Grading

Students

Progress

Reports

Settings

Apps

- | | SCORED | DUE DATE ▼ | SCORE TYPE | EDIT |
|--|---------|------------|--------------------|---|
| | 0 / 0 ✓ | 10/5/2020 | Points
pts: 100 |  |
| | | | | |

3. Confirm that the options are set as in the picture below:

Publish Assignment **Immediately**

Publish Scores **Checked**

The screenshot shows a web application interface with a dark blue header bar. Below the header, there is a breadcrumb trail: "OC(A) AE Creative Writing A/B - 20-21 - HS". The main content area is a white dialog box titled "Edit: Accelerate Grade" in a blue header. The dialog has four tabs: "Assignment", "Students", "Standards", and "Publish". The "Publish" tab is selected and highlighted with a red border. Inside the "Publish" tab, there are two settings: "Publish Assignment" with a dropdown menu set to "Immediately", and "Publish Scores" with a green checkmark icon. At the bottom of the dialog, there are four buttons: "Delete" (red), "Duplicate" (light gray), "Save" (light gray), and "Save and Close" (green).

Tab	Setting	Value
Assignment		
Students		
Standards		
Publish	Publish Assignment	Immediately
Publish	Publish Scores	Checked

4. Click **Save and Close** to return the to Assignment List.
5. Repeat this process for every assignment that is not displayed for students. It is recommended that you walk through every assignment to be certain that all are published.