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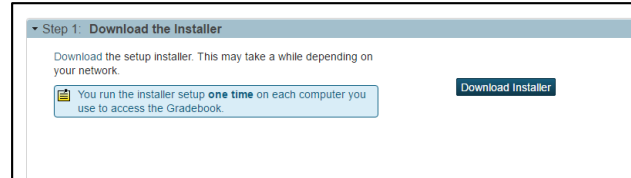
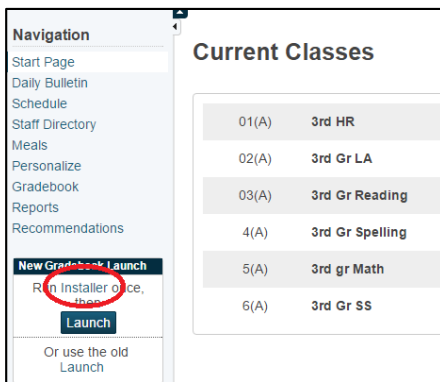
# PowerTeacher

Initial Access to the Gradebook

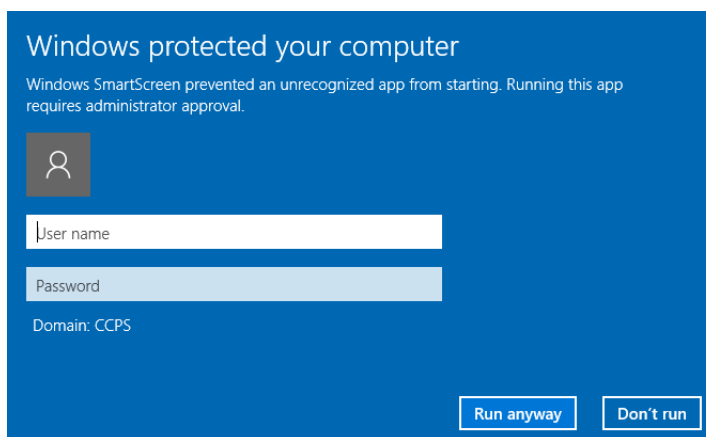
## Introduction

Upon the initial launching of your gradebook, there are some one time steps that need to be taken in order to use your gradebook for the remainder of the school year. After completing these steps, there will be a desktop icon that will be used to launch the gradebook. However, attendance will still be recorded by logging into PowerTeacher and on the initial landing page.

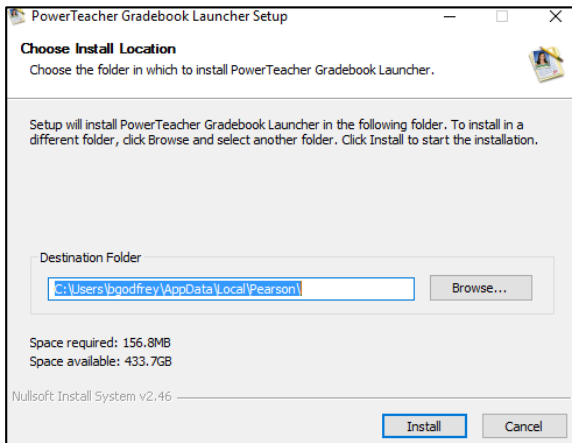
1. Once on the PowerTeacher landing page, on the left hand side you will see Run Installer with Installer being a link. Click on Installer, then Download Installer as displayed in the second image.



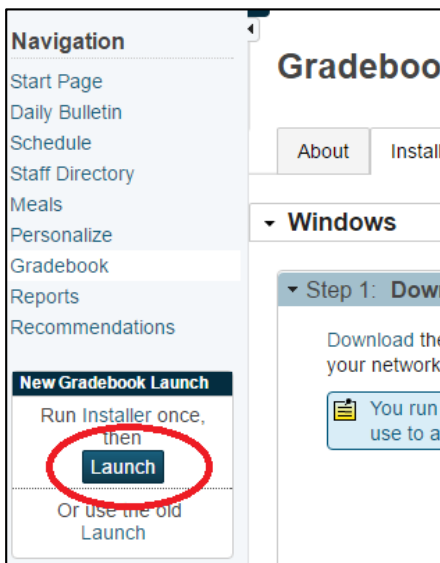
2. Once the Installer is downloaded, select the installer to run it. Before it can run, a dialogue box will appear for you to enter your login credentials and select Run Anyway.



3. Once the Installer is launched, the location to house the Installer is displayed. Do not change anything with this, simply click next and finish when it is complete.



4. Once you have selected finish for downloading the Installer, go back to the PowerTeacher landing page and select Launch. This will launch the gradebook, and this will be the last time that you will need to Launch the gradebook from here. In the future, choose the desktop icon.



5. After the gradebook launches, sign out of PowerTeacher and give the desktop icon a try. Select the icon (as displayed below). Once the dialogue box opens, choose your school and enter your login credentials, and select Sign In.

