



### Linking to Online Resources in PowerTeacher Gradebook

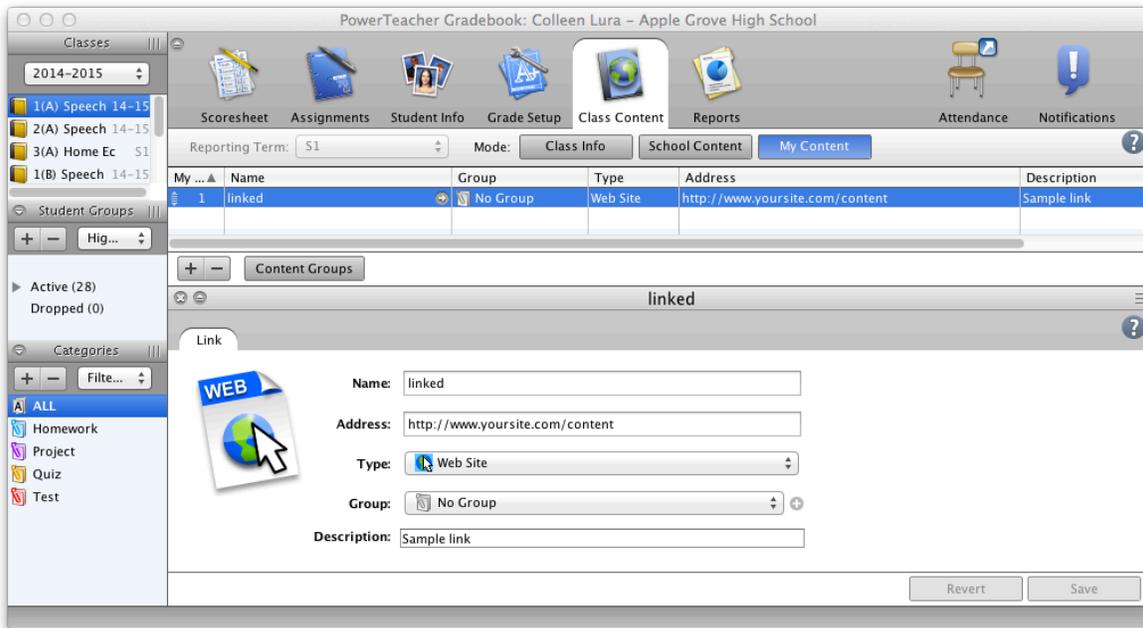
Teachers can provide additional information to students and parents about the class or specific assignments. These online resources consist of Internet content, web pages and/or documents self-published or published by others. There are two distinct links that can be made in PowerTeacher Gradebook

- 1) Links to general Class Content and
- 2) Links to Assignment specific content.

#### Adding "My Content" Links

My Content links provide a means for teachers to locate and publish links to online resources that are available for general Class Content and specific Assignment content. The following steps provide guidance on creating My Content Links for Internet Content published by others and self-published Internet Content.

Internet Content	Self-Published Internet Content
<ol style="list-style-type: none"> <li>1. Locate and copy the address (url) of an online resource, web page or document.</li> <li>2. Launch PowerTeacher Gradebook.</li> <li>3. Select the "Class Content" tab near the top.</li> <li>4. Select the "My Content" button below the Class Content tab.</li> <li>5. Click the "+" button in the lower left corner.</li> <li>6. Enter the text to be linked to the online resource to be displayed for students and parents in the "Name" field.</li> <li>7. Enter (paste) the address (url) copied from the browser in the "Address" field.</li> <li>8. Select the "Type" of resource to be linked.</li> <li>9. Select a "Group" as appropriate.</li> <li>10. Click "Save".</li> </ol>	<ol style="list-style-type: none"> <li>1. Navigate to and post (save/copy) the document to a web server (school web server, Google Drive, etc).</li> <li>2. Copy the address (url) including "filename.ext" of the published document.</li> <li>3. Launch PowerTeacher Gradebook.</li> <li>4. Select the "Class Content" tab near the top.</li> <li>5. Select the "My Content" button below the Class Content tab.</li> <li>6. Click the "+" button in the lower left corner.</li> <li>7. Enter the text to be linked to the online resource to be displayed for students and parents in the "Name" field.</li> <li>8. Enter (paste) the address (url) copied from the browser in the "URL:" field.</li> <li>9. Select the "Type" of resource to be linked.</li> <li>10. Select a "Group" as appropriate.</li> <li>11. Click "Save".</li> </ol>



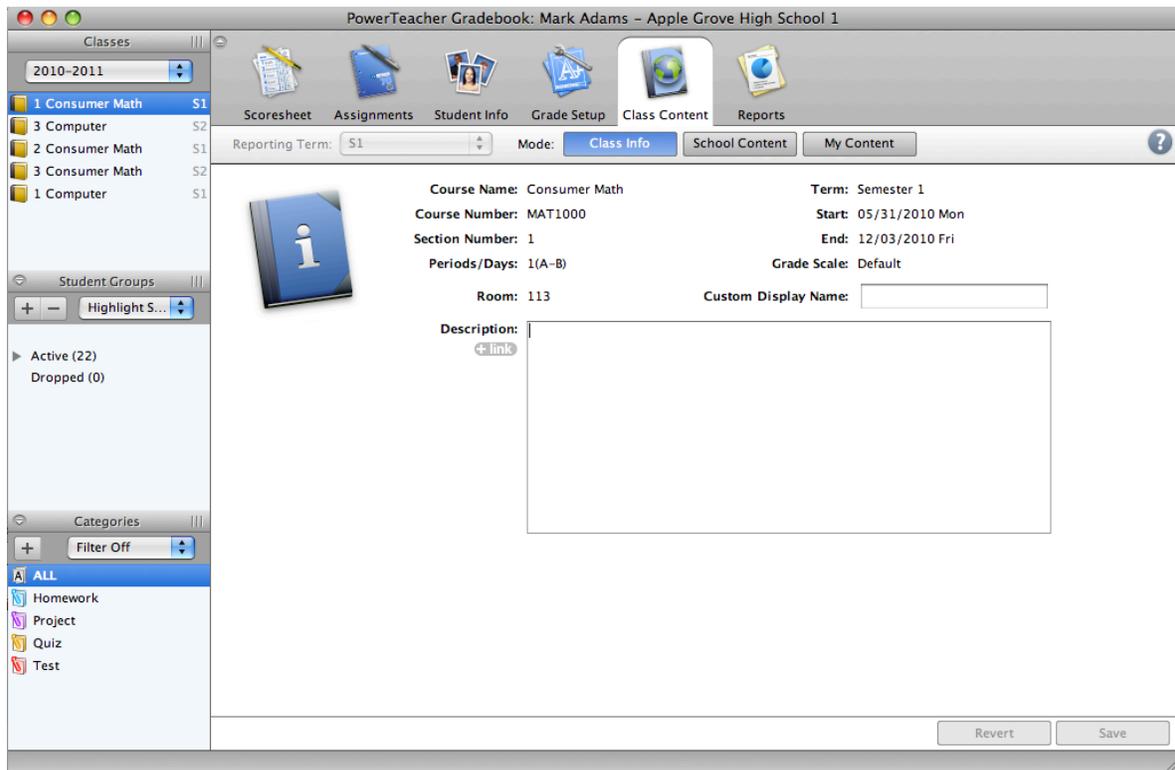


Class Content Link

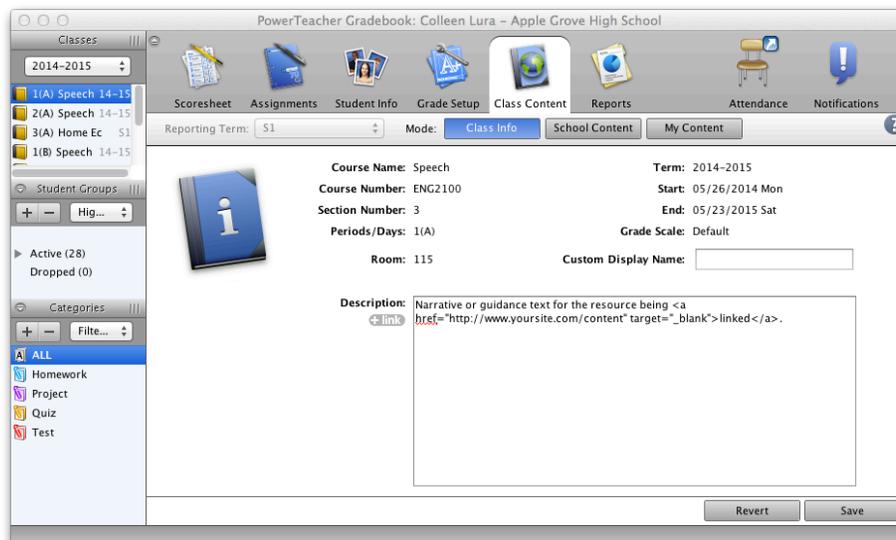
The information below provides guidance on linking Internet content self-published or published by others to general Class Content.

Internet Content Published by Others or Self-Published Internet Content

1. Launch PowerTeacher Gradebook.
2. Select the "Class Content" tab near the top.
3. Enter narrative or guidance text to be displayed for students and parents for the resource being linked in the "Description" field.
4. With the cursor located where the link is to be displayed, Click the **+ link** icon.
5. Select the "My Content" button below the Class Content tab.
6. Select the content link to associate to the selected course section.
7. Click "Save".



Sample Link





Assignment Specific Content Link

The information below provides guidance on linking Internet content self-published or published by others to a specific Assignment.

Internet Content Published by Others or Self-Published Internet Content

1. Launch PowerTeacher Gradebook.
2. Create a new Assignment or double-click an existing assignment.
3. Enter narrative or guidance text to be displayed for students and parents for the resource being linked in the "Description" field.
4. With the cursor located where the link is to be displayed, Click the **+ link** icon.
5. Select the "My Content" button below the Class Content tab.
6. Select the content link to associate to the selected assignment.
7. Click "OK".
8. Click "Save" and make sure the assignment "Publish" settings are correct.

