



### Controlling the Display of Pre-registered Students in PowerTeacher Pro (Gradebook)

At times it is necessary to enroll a student in the second or subsequent term of a course prior to the beginning of the term during the current school year, commonly referred to as pre-registering a student. Teachers may not want to see the pre-registered students in the PowerTeacher Pro Gradebook Scoresheet or assignment roster. Controlling the display of pre-registered students in PowerTeacher Pro Gradebook Scoresheets involves student enrollment date and individual teacher PowerTeacher Pro Gradebook Settings preference.

#### Example Student Modify Schedule

Adams, Corby: Modify Schedule — Future Date (Beginning of S2)

**▼ Functions**

**Enrollments**

**Effective Enrollment Date**

1/16/2016

**Search Available Classes**

Course Number

Period

**Find**

**Quick Enroll**

Course.Section

ENG2100.4 **Enroll**

Adams, Corby: Schedule Following Future Date Enrollment

Enrollments											
Lock	Exp	Trm	Crs-Sec	Course Name	Note	Teacher	Room	Enroll	Leave	Drop	
	1(A)	S1	OPstudy-16	Open Study		Accatino, Steve	LL	05/25/2015	11/29/2015		<input type="checkbox"/>
	1(A)	S2	OPmedia-9	Open Media		Accatino, Steve	141	11/29/2015	05/22/2016		<input type="checkbox"/>
	1(B)	15-16	SOC2100-4	World History		Wilson, Prescott X	400	05/25/2015	05/22/2016		<input type="checkbox"/>
	1(B)	15-16	ENG2100-4	Speech		Lura, Colleen R	115	01/19/2016	05/22/2016		<input type="checkbox"/>
	2(A-B)	S1	MAT2000-3	Pre-Calculus		Carlson, Steven N	204	05/25/2015	11/29/2015		<input type="checkbox"/>

PowerTeacher Pro Gradebook Scoresheet with Preference "Hide pre-registered students" *deselected*



**Reports**

**Settings**

**Apps**

**Student Names**

Display

Example: Smith, John

Sort Students by

Add newly enrolled students to the bottom

Hide pre-registered students

PowerTeacher Pro Gradebook Scoresheet with Preference "Hide pre-registered students" *selected*



**Reports**

**Settings**

**Apps**

**Student Names**

Display

Example: Smith, John

Sort Students by

Add newly enrolled students to the bottom

Hide pre-registered students