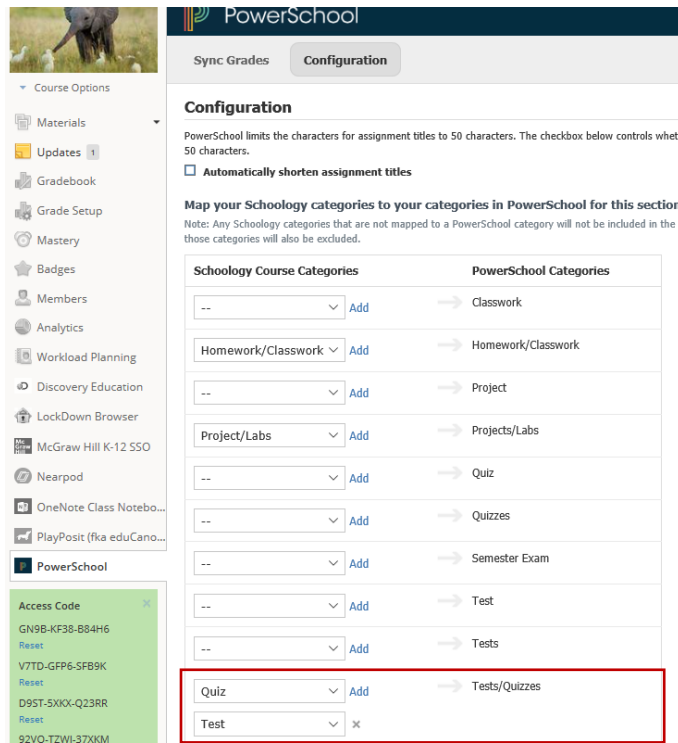


Schoology Gradebook Setup

1. Click on *Grade Setup* to create custom grading categories to match your PPro gradebook categories or skip this step if you want to use the pre-existing categories.
 - a. NOTE: you can add multiple Schoology categories to one category in PS (I.e. Tests/Quizzes category in PS can be mapped to Test and Quiz in Schoology).
 - b. For directions join the **ULTIMATE GUIDE TO SCHOOLGY** course and use access Code: **B5BSN-NJ3KK**. Launch the course and click on Grading/Gradebook Setup/Grade Setup: Grading Categories.
2. Open your course/click on Power School/Configuration/match Schoology categories to PS categories/SAVE
3. This step has to be done for each course.
 - a. Linked courses: toggle to each section for setup - click on course/members/section.



HIDE OVERALL GRADES (optional): Open your course/Grade Setup/Visibility Settings/Hide overall & grading periods/SAVE. This step helps avoid confusion for parents and students since not all assignments are in Schoology. Advise students and parents to use the PS app to see overall grade calculations.

