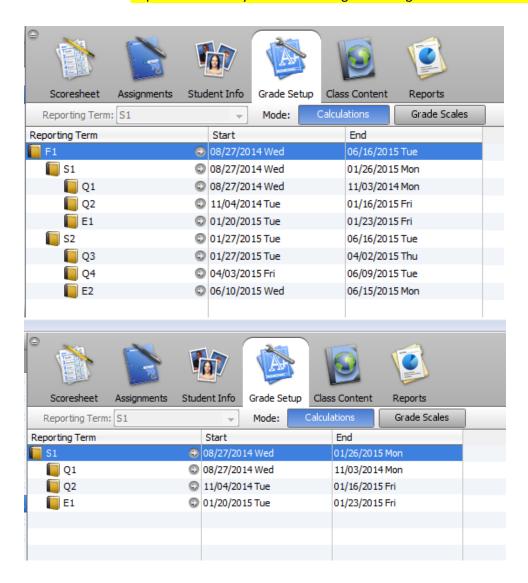
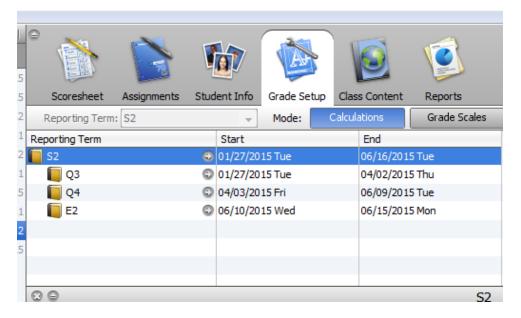
Term Weights

Please use these directions to set-up your TERM WEIGHTS in F1 (Final Grade).

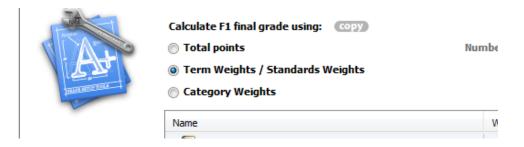
Term Weights Setup:

1. On the Grade Setup tab in PowerTeacher, double click on the F1 for the full year classes and S1 or S2 on the semester classes. Important- On full year class's disregard editing the S1 and S1 term only F1.



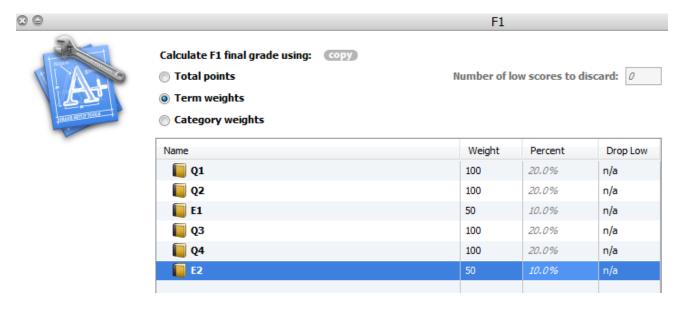


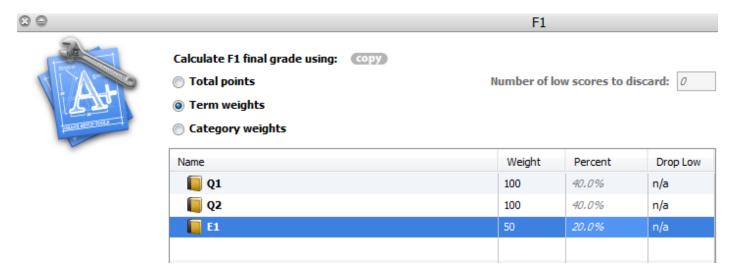
2. You MUST select "Term weights/Standard Weights (second bullet) Points, Term Weights/Standard Weights, or Category Weights.



3. Make sure F1, S1, or S2 are set to Term Weights/Standard Weights and the percentages are entered correctly. Choose only from the percentages listed below.

20/20/10/20/20/10 for full year classes

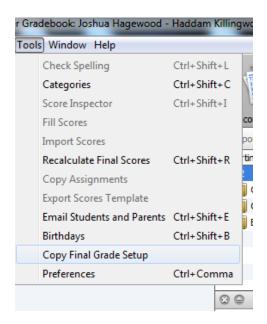




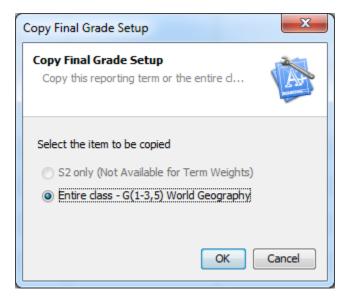
- 5. Click Save.
- 6. You must do each class separately if choosing different term weights.

If you want all your classes to be the same then

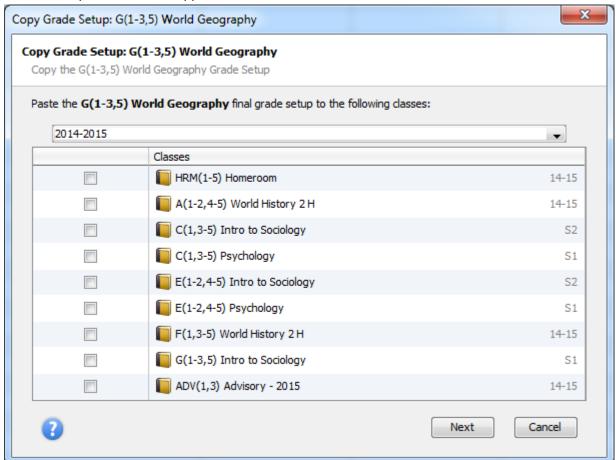
- 1. Click Tools
- 2. Click Copy Final Grade Set-up



3. Click Entire Class



4. Click OK. All your classes will appear.



- 5. Check off the classes you want to have the same grade calculations.
- 6. Click Next
- 7. Review the copy function and click finish

