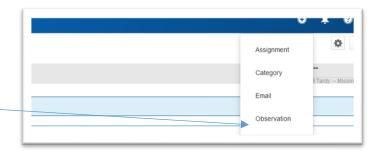
POWERTEACHER PRO-OTTUMWA COMMUNITY SCHOOL DISTRICT

HOW TO CREATE/EDIT STUDENT OBSERVATIONS

To create a student observation:

- From the main navigation menu in PowerTeacher Pro, click on the "+" icon on the top right of the screen and click on "Observation."
- 2. Fill out the required fields. Click "Save" on the bottom right to log the observation.



To view or edit previous observations on an individual, do the following:

- 1. From the main navigation menu, choose Students>Observations.
- 2. Click the "Edit" icon to manage the observations you created.

| A ⁺ Grading | Standards Progress |
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| Students | Standards Scoresheet |
| LL Progress | Comment Log |
| Reports | Observations |

To review the observation notes created for a class:

- 1. From the main navigation menu, choose Class>Class Functions>Observations.
- 2. Choose a class from the class selector to display notes.





HOW TO CREATE/EDIT STUDENT OBSERVATIONS

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| Location* Thursday 10/13/2022 | Change Student | |
| Date* Thursday 10/13/2022 | | |
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