

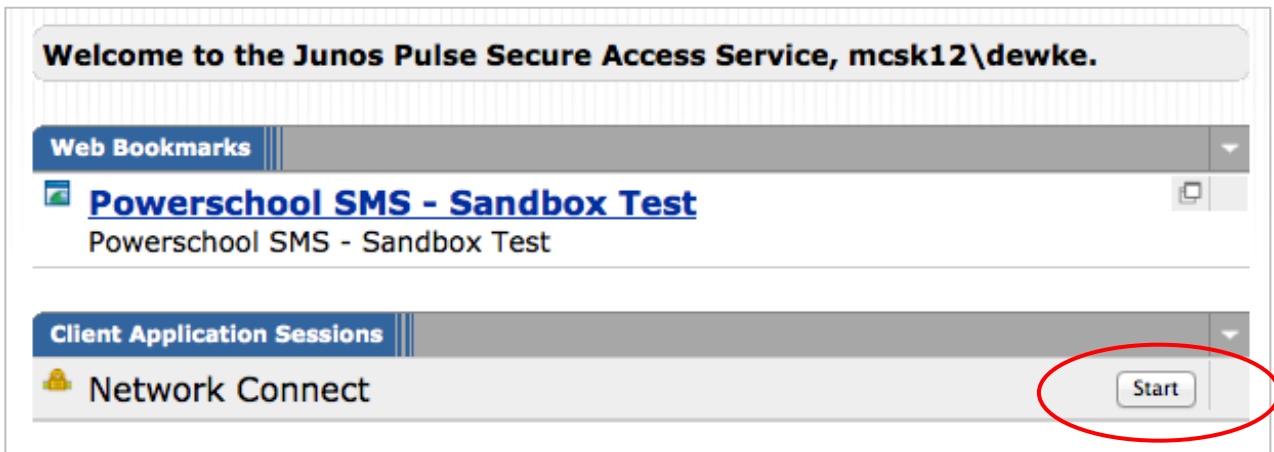


Accessing PowerTeacher at Home Mac Users

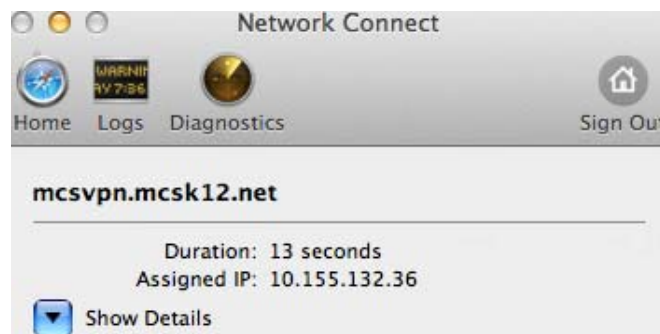


The following information is provided to assist teachers with accessing PowerSchool SMS and PowerTeacher at home or other locations outside the Shelby County Schools network. Shelby County Schools cannot assume responsibility for such access and cannot provide support for hardware, software, or Internet services which are outside the SCS network.

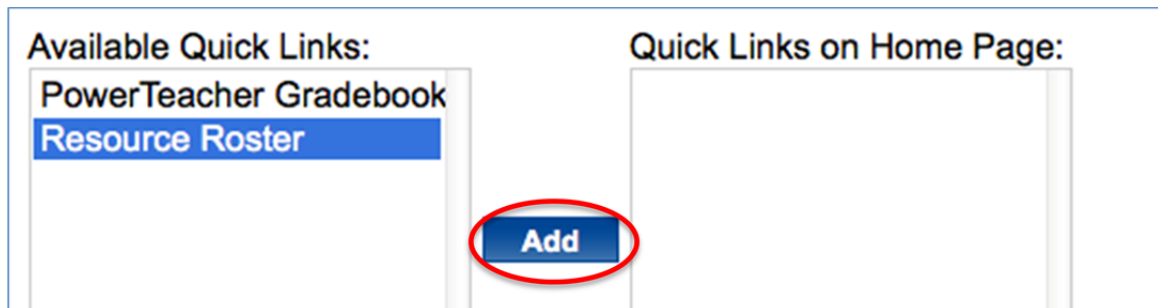
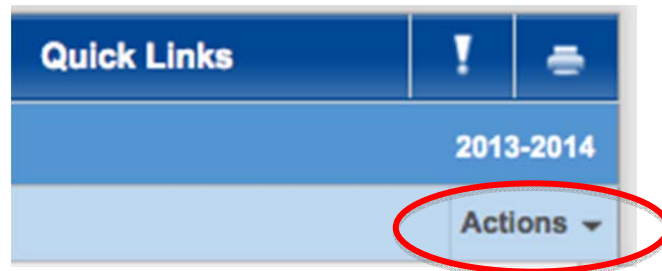
- The recommended version of Java for a teacher's Mac running OS 10.6 currently is 1.6.0_29. Make sure that **Block Popups** is not selected in your browser preferences.
- Direct your web browser to <https://mcsvpn.mcsk12.net>. (Currently there is no "scs" version of this link. The link will be updated in the future, and staff will be notified.)
- When the prompts for Username and Password appear, **log in with your Active Directory information**. (This is the same username and password you use to log in to PowerSchool SMS and your email.)



- Select the **Start** button.
- A yellow lock will flash on your screen and then appear in your dock. A small window will appear which will display the duration of your session. **You will be timed out of VPN in 60 minutes. Be sure to save often when working in your gradebook.** You can log back in as often as you like after the session times out.



- Open a new tab or browser window and open your PowerSchool SMS bookmark. **Log in to SMS using your Active Directory username and password.** (The same information you used to log in to the VPN.)
- You will then see the same PowerSchool SMS home page you see at school.
- After logging in to PowerSchool SMS, you can create a link to your gradebook. From the homepage, near the top right corner, select **Actions>Customize Home Page**. Scroll down near the bottom of the page and locate **Quick Links**. Select **PowerTeacher Gradebook** and move it to the right by selecting the **Add** button then click **OK**. (These steps are necessary only if this is the first time using your gradebook.)



- Select **Quick Links>PowerTeacher Gradebook** from the menu bar.
- If you are asked to Allow, Open, Run, or Save answer in the affirmative.
- You will then be prompted to **log in to PowerTeacher using your Active Directory information**. The first time you log in, you will also need to select your school from the drop-down list.
- Your gradebook will open. If you have not yet used your grade book, you may need to select "2013-2014" from the Classes pull-down.
- From this point, everything should operate as it would while accessing PowerTeacher from school.
- If you have questions or need assistance, please contact the teacher at your school who attended the PowerTeacher Gradebook training.