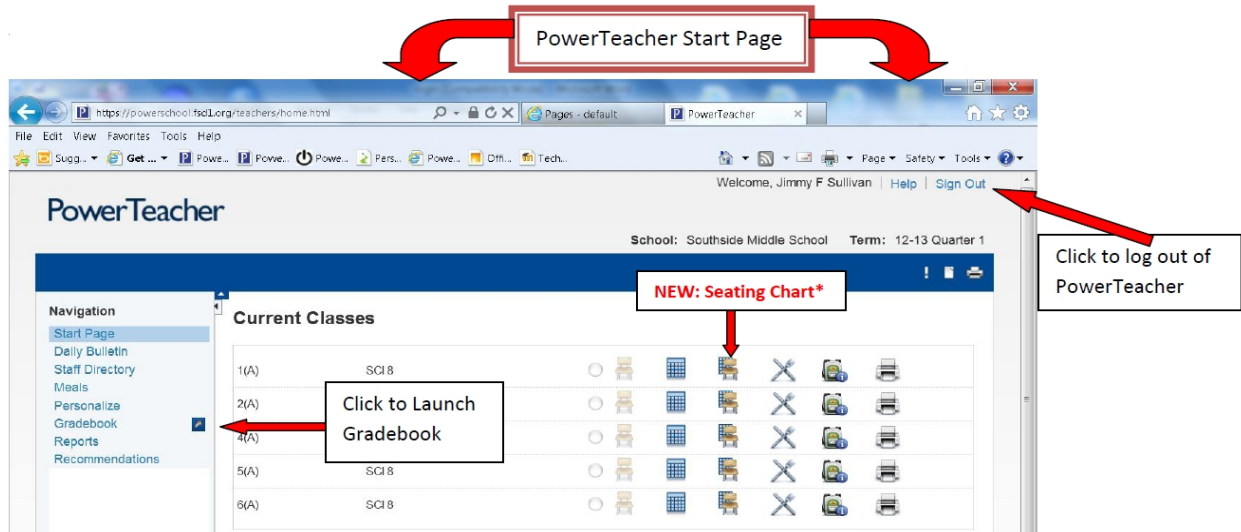


PowerTeacher

How to Log in

1. Open Internet Explorer
2. Type the address <https://powerschool.brookfield.k12.ct.us/teachers>
3. Press enter
4. Enter the username and password assigned to you.
5. Press Enter

The following window will open.

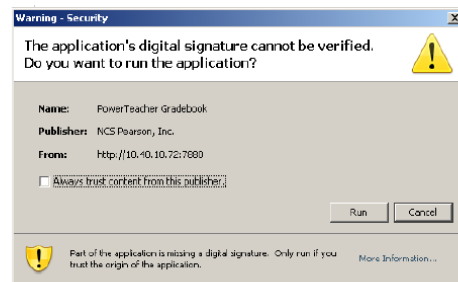


**See directions for [creating](#) and [copying](#) the Seating Chart*

6. Click the Gradebook tab on the left.
7. Click the Launch Gradebook button.
8. Click **Run**. The Java Web Start and Gradebook version windows briefly appear.
9. PowerTeacher gradebook opens.

Note: You can have only one active session of PowerTeacher gradebook launched at a time. If you attempt to launch a second session of PowerTeacher gradebook, the Terminate Other Sessions window appears, displaying the message, "Other active sessions exist for this user account. Would you like to terminate the other sessions or quit this session?" Either click **Terminate Other Sessions** or **Quit**.

10. A blank Scoresheet will open.



Changing the Password

1. Click PERSONALIZE
2. Click CHANGE PASSWORD
3. Enter information in fields and click SUBMIT