

Training Documents

Documents posted here have been presented at NWOCA-led training sessions.

To register for any scheduled training, click [HERE](#)

- [2021 Prepare to Build Checklist - NEW!!](#)

Training Dates are scheduled for:

2022 January 11, 13, 20, 25, 27

Please have the information prepared ahead of time.

- [Prepare to Build Workbook](#)

Although this document may be referenced during Prepare to Build and Build & Load, copies will not be distributed to each attendee.

- [Managing Courses at the District Office](#)

This document will be used for part G of the Prepare to Build workshop.

[PS 2020 Build & Load Master Schedule Workshop](#)

- [PowerScheduler - Build & Load Checklist](#)
- [PowerScheduler - Load Only Checklist](#)

Training Dates are scheduled for:

2022 February 28 - March 1

2022 March 7-8, 14-15, 21-22, 28-29

2022 April 4-5

2022 May 2-3

[Pre-EOY Elementary Scheduling](#)

- [Elementary Scheduling Checklist](#)

Training Dates are scheduled for:

2022- TBD

[Post-EOY Live Side Scheduling Workshop](#)

Training Dates are scheduled for:

2022- TBD

[Elementary Scheduling-Live Side-Post EOY.pdf](#)

Please download, print and bring the handout with you to class.

[End of Year \(EOY\)](#)

Please download and print—Wednesday Work Sessions are available if assistance is needed.

[Start of Year \(SOY\)](#)

Please download, print and bring the handout with you to class.

[PowerSchool Basics](#)

Please download, print and bring the handout with you to class.

[PowerTeacher](#)

Please download, print and bring the handout with you to class.

Additional PowerTeacher Handout:

- [PT Gradebook Set Up with Exam](#)

- Attendance Training