

New Edline Interface

You may have noticed that Edline has a new look. When you log into Edline your home page will look something like Figure 1.

To access your class pages place the cursor over your Classes & Shortcuts. The list of your classes will be displayed as shown in Figure 2.

Click on the class you wish to work in. Add documents, news items, and calendar events as usual.



Figure 1



Figure 2

Accessing Gradebooks

The Gradebook link is located at the top of the window between Home and Help. Select Gradebook and then Semester 1 (09-10) Gradequick Web as shown below in Figure 3. Gradequick will then open.

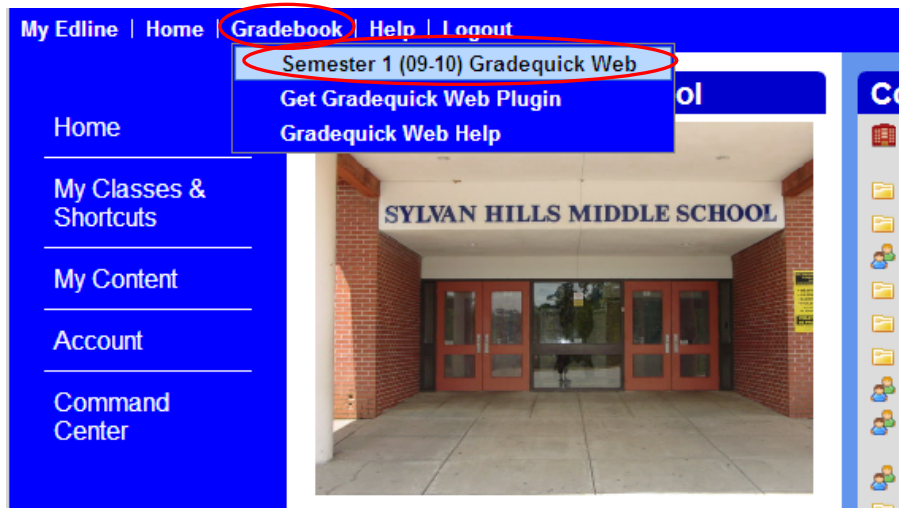


Figure 3

GradeQuick will now calculate semester grades for secondary schools using the Quality Points Scale. You should not need to overwrite grades this year.

Accessing Old Class Materials

Place the cursor over My Content and select Old Class materials Figure 4.

Next, select the class from the Old Class Materials list you wish to copy from as shown in Figure 5.

Select what you wish to copy. For example, if you wish to copy all of your links, check the box next to Links then click Copy To. See Figure 6.

A list of your classes will be displayed as in Figure 7. Select the class or classes you wish to copy the items to. Hold the Ctrl Key to select more than one class. Click Copy.

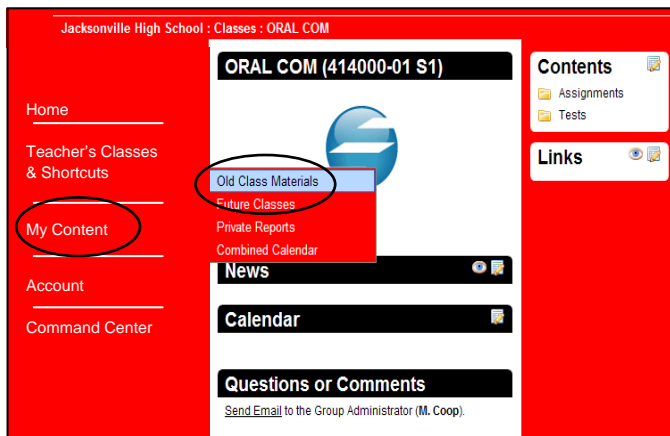


Figure 4

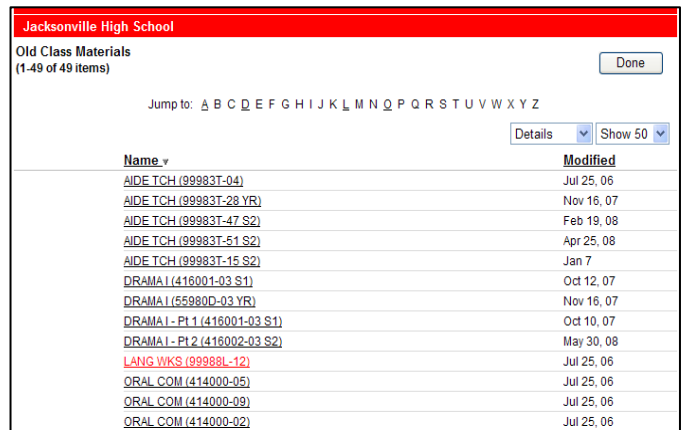


Figure 5

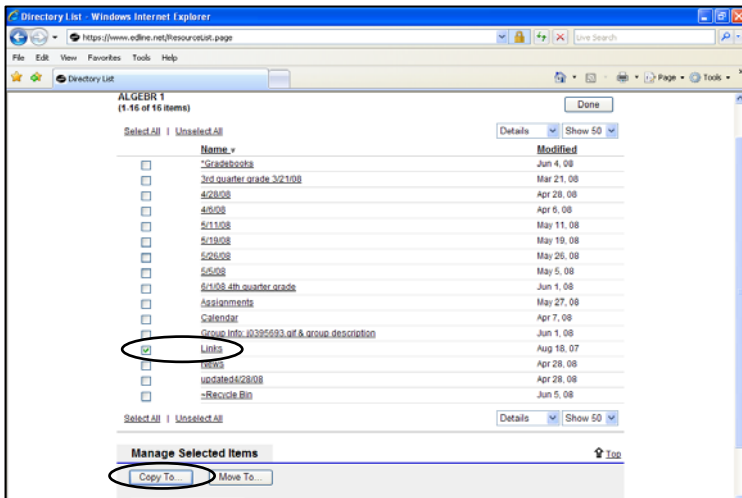


Figure 6

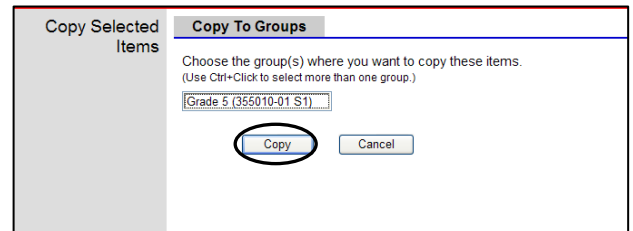


Figure 7

Help documents are available at <http://inst.pcssd.org/insttech/GradeQuickEdline/Forms/AllItems.aspx>

Help is also available online by clicking Help in GradeQuick or Edline or you may contact your school's Instructional Technology Specialist: Stephanie Donald sdonald@pcssd.org, Djuna Dudeck ddudeck@pcssd.org, Ellie Sullivan esullivan@pcssd.org