

Training Documents

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

To register for any scheduled training, click on the following link: <http://www.nwoca.org/training>

- **2019 Prepare to Build Checklist**

Class times are scheduled for:

2019 January 8, 10, 15, 17, 22, 24, 29, 31

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 2019 Build & Load Master Schedule Workshop](#)

- **PowerScheduler - Build & Load Checklist - NEW!!**
- **PowerScheduler - Load Only Checklist - NEW!!**

Class times are scheduled for:

2019 February 25-27

2019 March 4-6, 11-13, 18-20, 25-27

2019 April 1-3

[Pre-EOY Elementary Scheduling](#)

Class times are scheduled for:

2019 May 1, 6, 8, 13

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

Class times are scheduled for:

2019 July 29 and 30

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

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

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

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

[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