PCGEducation[™]

PCG Terms

Role – The level of access assigned to a user by either the data load or a manual upload. Can be Teacher, Campus Admin, or District Admin.

Navigating the System – Accessing different screens and areas determined by role.

TO DO LIST

- 1. Know how to navigate the system.
- 2. Refresh navigation tree.
- 3. Close tabs.

4. Log out of PCG.

Logging in

At the login screen, use your **User Name** and **Password** to gain access to the system.

If login is attempted with an incorrect password three consecutive times, the account will be disabled. Use the **Recover Password** link to reset your password.

Please note: You must have completed the **Account Details** screen in order to use this feature. See the **Changing and Recovering Your Password** document for details.

Please Enter Your Login Information
PCG Education [™]
User Name
Password
Recover Password
Reset Submit

Screen Layout

Most screens in the PCG system have the same basic layout. The navigation tree is always anchored on the left side, controls are at the top, and the largest part of the screen is used for displaying data.

A new tab is opened when an additional screen is opened.

PCG Educ	ation"			Welcome cromano Logout
Main Menu		<u>∱</u> Home		
State Courses	<u>^</u>		Screen Controls will be in this area.	
District Courses				-
Objectives	The navigati	ion		
Gurriculum	tree is alway			
Mastery Schemes	here.			
Objective Alignment				
Quick Test Entry				
Finalize Grades	1		This is the area for data or screen display.	
Attendance				
Release QBA				
Student Tracking Sys	tem			
Course Syllabus				
Maintain Activities/Le	ssons			
Assessments - Quest	tion Based			
Maintain Questions	-			

Navigation Tree

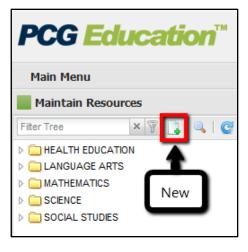
For many of the menu selections, you will see 3 icons at the top of the navigation tree.

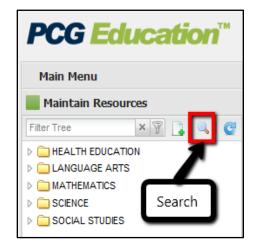
The first icon is the **New** button which looks like a sheet of paper with a green '+' sign. Pressing this icon will generate a blank screen for that menu selection.

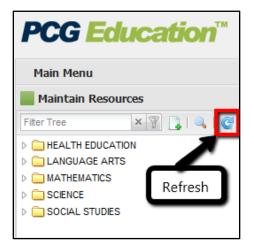
The next icon is the **Search** icon which looks like a magnifying lens. Pressing this icon will allow you to search in that menu selection.

The last icon is the **Refresh** icon which looks like a circular blue arrow. Pressing this icon will refresh the navigation tree.

Please note: This does not refresh anything to the right of the navigation tree.







ALTHOFF 3 5-6-86178

SIX WEEK

WEE

ALTHOFF 3 6-4-15928-LA2F

Welcome adams| Logout

Tabs 1-10

Tabs 11-20

the Food Guide

ALTHOFF 3 3-4-3

🔶 🔘 🗷 📕 Lesson 3:3 -Family Health-Good Character 🗵 📕 Lesson 3:5 - Responsible Decisions - Conflict 🗷 📕 Lesson 4.1: Food Pyramid - Wi

Lesson 4.1. Food Pramid - Why You Need Food This lesson focuses on why your body needs mutients and food. Students will identify what Pramid to make healthul tood choices. Chapter 4, Lesson 1, p. 538-843, Cip. Board #T.C 6, ADAMS 124 5-402-30400-MCHEM

Essential Content

SIX WEE

Page Tabs

As you navigate through the system, pages will open in tabs and dock in the window pane to the right of the navigation tree.

If there are multiple tabs open which require you to scroll to see them all, you will see arrows allowing you to scroll and view any additional tabs open.

You may also click on the down arrow to



choose to see a list of the open tabs.

To close a tab, click on the 'x' in the top right corner of that tab.

Alternatively, you can right click over a tab and choose to close this tab, close all other tabs, or close all tabs.

PCG Education

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Middle School
 High School
 ALTHOFF, LEE
 ALTHOFF, JA-2-74118-TAPN
 ALTHOFF 3 A-35194-HLTH
 ALTHOFF 3 A-35194-HLTH
 ALTHOFF 3 B-36176-Y002
 ALTHOFF 3 A-35194-HLTH
 ALTHOFF 3 A-35194-HLTH
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PCG Education"

Main Menu

Curriculum

Quick Test Entry

Student Tracking System

Maintain Activities/Lessons

Assessments - Question Based

IGLISH - Student Tracking System

Release OBA

Course Syllabus

Teacher Planner

Student Tracking System

Elementary School

Middle Schoo

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LA2FND 6th Period

D, JOSHUA J - 584762 REZ, JUNIOR - 58492

ow Answers

2 Refresh

District Standard 🔻

Resource

WEB SITE - Nutrition for kids

WEB SITE - Good nutrition
 WEB SITE - Dole website: Nutrition and food activities

Unit Overview

Main Menu



Save | 🔂 Home

Unit Overview

ADAMS 124 4-402-20400-MATHEMAT - Student Tracking System 🗵 ADAMS 124 5-402-30400-SCIENCE - 🕨 🕨

ADAMS 124 1-402-10400-READING

ADAMS 124 2-402-80400-HOMEROOM ADAMS 124 3-402-11400-ENGLISH

ADAMS 124 4-402-20400-MATHEMAT

ADAMS 124 6-402-40400-SOC STUD

ADAMS 124 7-402-50400-HEALTH S

PE::1st 6 Weeks-Personal Health

PE:3rd 6 Wks-Mental/Emotional/Fa

Specifications

Exiting PCG

When you have finished using PCG and wish to exit the program, click the Exit icon which is located next to your login status. The exit icon looks like an open door with an arrow.

Please note: Although you can close your internet browser to exit the system, this is not the preferred method as it doesn't properly close the session in the database.

Main Menu	← (× ■ ALTHOFF 3 B-5-86178-	VOC2 🗠 🛛 🗖	ALTHOFF 3 1-4-25	918-MTH2 🛎	ALTHOP	F 3 3-4-35	908-SCI1 8	ALTH	IOFF 3 5-6-	-86178-VO	C2 ×	ALTHO	FF 3 6-4	15928-LA2F	× +
Student Tracking System	2 Refresh	_										Pro	perties	Reports	Ö H
Filter Tree 🗙 😗 🛛 🧲		(0)	(0	10		1	09-2010	10	10			D			
Elementary School Middle School High School	LA2FND 6th Period	SIX WEEK 1	SIX WEEK 2	SIX WEEK 3	SEMESTER EXAM	SEMESTER	SIX WEEK 4	SIX WEEK 5	SIX WEEK 6	SEMESTER	SEMESTER	SEC. DIAGNOSTIC	YEAR		
IS - LILY	Show Answers													ſ	
A 🔄 HS - MISTLETOE	Class Averages	-	-		-	-	-	-	-	-	-	-	1.1		
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