

E-mails via PowerTeacher Grade Book

Inside the grade book, you can see individual parent email addresses for students by clicking on the arrow next to the student name in the scoresheet OR the student info section.

Name: Xuss, Yiny	Student Number: 419
Gender: M	Grade Level: 3
Birthday: 08/17/2001	Grade Scale: Default
Student Home Phone:	Student Email: yxuss34@tscstudents.net
Mother: Jun Yang	Father: Yin Xu
Guardian Email: gjemerick@hotmail.com, test@pearson.com, gjemrick@tscschools.net	

These can be clicked on to email an individual parents, or copied into your Outlook to send an email to an individual parent. OR use the steps below:

- You can also use the Tools Menu
- Email Students and Parents
- Click in the box next to the subject/period that you wish to email – or in the very top box to select ALL
- Click on next
- Then choose only one student's parent email(s) or ALL Parents/Guardians by clicking in the top box to select all
- Type a subject
- Suggest leaving the Send me a copy checked, so you will get confirmation that the e-mail has been sent
- Type your message in the box – you can include a link (by clicking on the +link) but you cannot include any attachments via this method.
- When ready to send, click on Send Now

Email Students and Parents
Send an email to students and/or parents and guardians

Select students and/or parents and guardians to email: Show only selected recipients

Students	Parents/Guardians
<input type="checkbox"/> Oakness, Bob (No Email)	<input type="checkbox"/> P/G - Bob (No Email)
<input type="checkbox"/> Pagess, Jessy (No Email)	<input type="checkbox"/> P/G - Jessy (2)
<input type="checkbox"/> Quillens, Reedy (No Email)	<input type="checkbox"/> P/G - Reedy (No Email)
<input type="checkbox"/> Xuss, Yiny (1)	<input checked="" type="checkbox"/> P/G - Yiny (3)

Subject: Note from Mrs. Emerick Send me a copy

Message: I am sending this e-mail to welcome you all to 2012-2013. I know this is going to be a wonderful school year!
The students are off to a GREAT start.
Please feel free contact me at any time. E-mail is the best mode of communication for me, but I can receive phone calls after the school day has ended.
Thanks again for all your support and help at home!
Mrs. Emerick

Cancel Previous Send Now