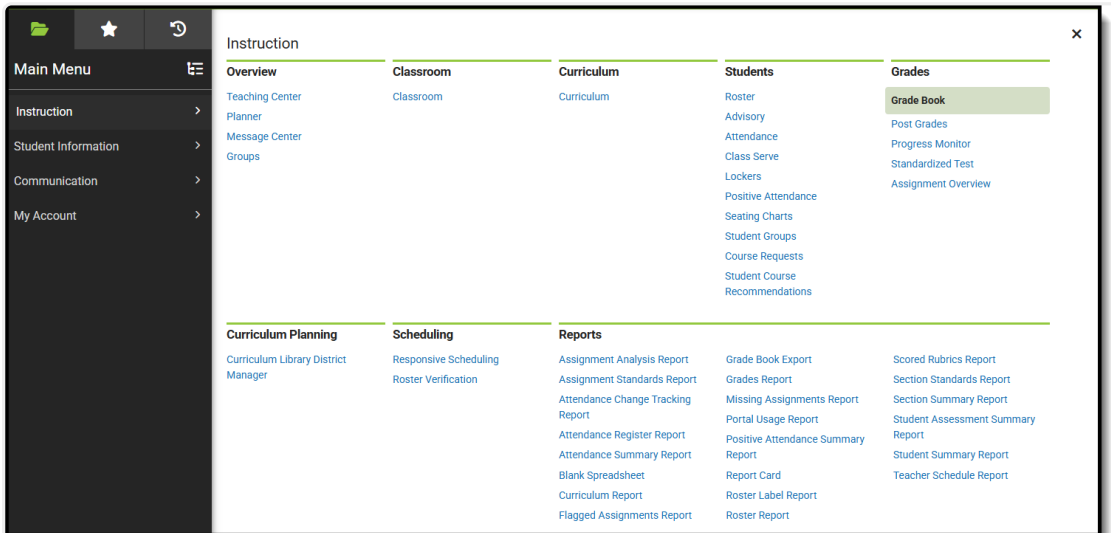# Teachers User Group

Last Modified on 12/14/2025 8:45 pm CST

The following are suggested tool rights for Teachers. Your teachers may need more or fewer tool rights, depending on their job duties. Start with this list and modify rights to meet your school or district's needs.

Instruction

[Overview](#) | [Students](#) | [Grades](#) | [Curriculum Planning](#) | [Scheduling](#) | [Reports](#)

Instruction Access for Teachers

Overview

For the following tool rights, ALL is the only selection available.

▶ Click here to expand...

Tool	All
Overview	X
Planner	X
Other Curriculum	X

Students

For the following tool rights, ALL is the only selection available.

▶ Click here to expand...

Tool	All
Roster	X
Advisory	X
Include Non-Advisory Sections	X
Attendance	X
Class Serve	X
Lockers	X
Edit lockers	X
Positive Attendance	X
Seating Charts	X
Student Groups	X
Course Requests	X
Student Course Recommendations	X

Grades

For the following tool rights, ALL is the only selection available.

▶ Click here to expand...

Tool	All
Grade Book	X
Edit Grading Scales	X
Edit Assignment Marks	X
Post Grades	X
Progress Monitor	X
Standards Portfolio	X
All Years/Courses	X
Standardized Test	X
Assignment Overview	X

Curriculum Planning

For the following tool rights, ALL is the only selection available.

▸ Click here to expand...

Tool	All
Curriculum Library District Manager	X

Scheduling

For the following tool rights, ALL is the only selection available.

▸ Click here to expand...

Tool	All
Responsive Scheduling	X
Roster Verification	X

Reports

For the following tool rights, ALL is the only selection available.
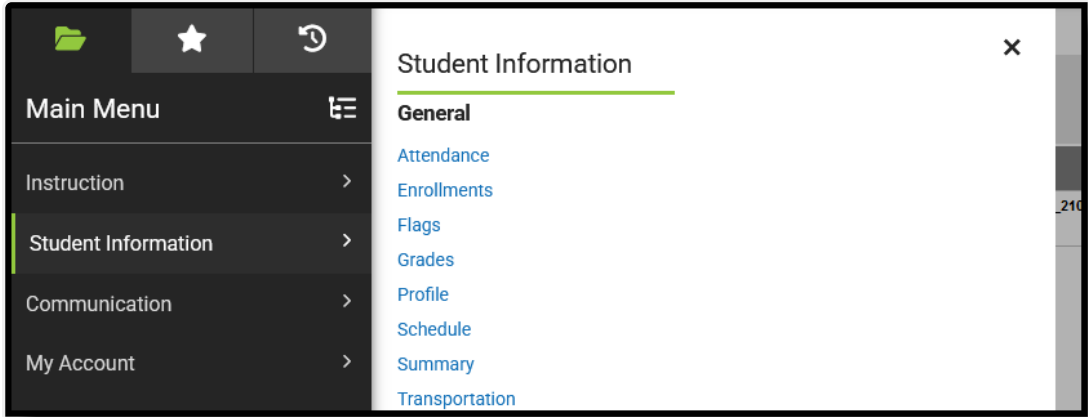
▸ Click here to expand...

Tool	All
Assignment Analysis Report	X
Assignment Standards Report	X
Attendance Change Tracking Report	X
Attendance Register Report	X
Attendance Summary Report	X
Blank Spreadsheet	X
Curriculum Report	X
Flagged Assignments Report	X
Grade Book Export	X
Grades Report	X
Missing Assignments Report	X
Portal Usage Report	X

Tool	All
Positive Attendance Summary Report	X
Report Card	X
Roster Label Report	X
Roster Report	X
Roster Report	X
Scored Rubric Report	X
Section Standards Report	X
Section Summary Report	X
Student Assessment Summary Report	X
Student Summary Report	X
Teacher Schedule Report	X

Student Information

Student Information Access for Teachers

General

▶ Click here to expand...

Tool	Read	Write	Add	Delete
Attendance	X			
Enrollments	X			

Tool	Read	Write	Add	Delete
General Enrollment Information	X			
School of Accountability	X			
Flags	X			
Contact Flags	X			
Medical Flags	X			
Special Ed	X			
State Reporting	X			
Grades	X			
Grade Book	X			
Profile	X			
Attendance	X			
In-Progress Grades	X			
Todo	X			
Schedule	X			
Grade Book	X			
View Attendance	X			
Summary	X			
Print Picture	X			
Transportation	X			

Behavior Office

Behavior Office Access for Teachers
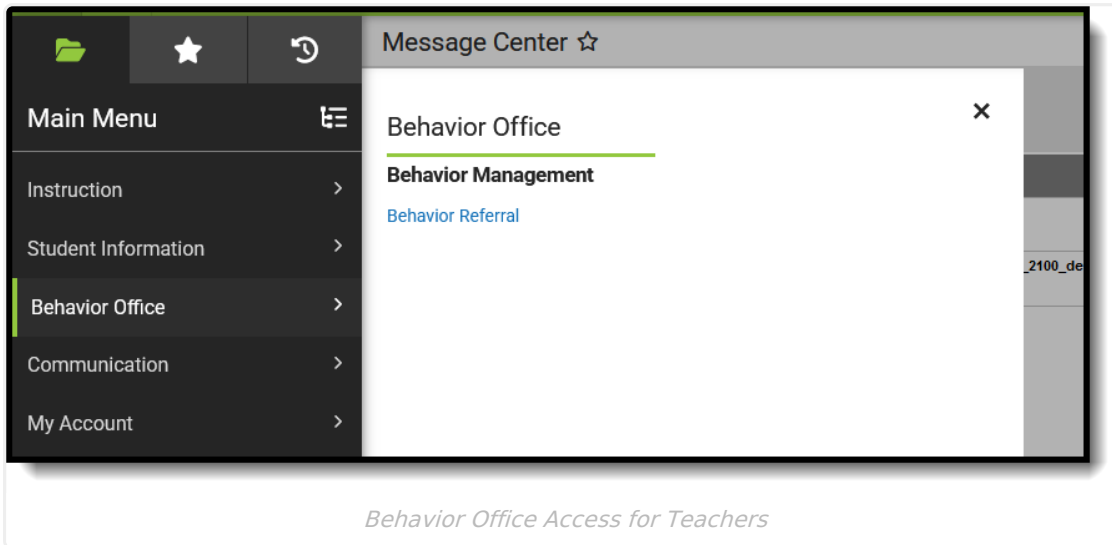
Behavior Management

▶ Click here to expand...

Tool	Read	Write	Add	Delete
Behavior Referral	X	X	X	X

Communication

Communication Access for Teachers
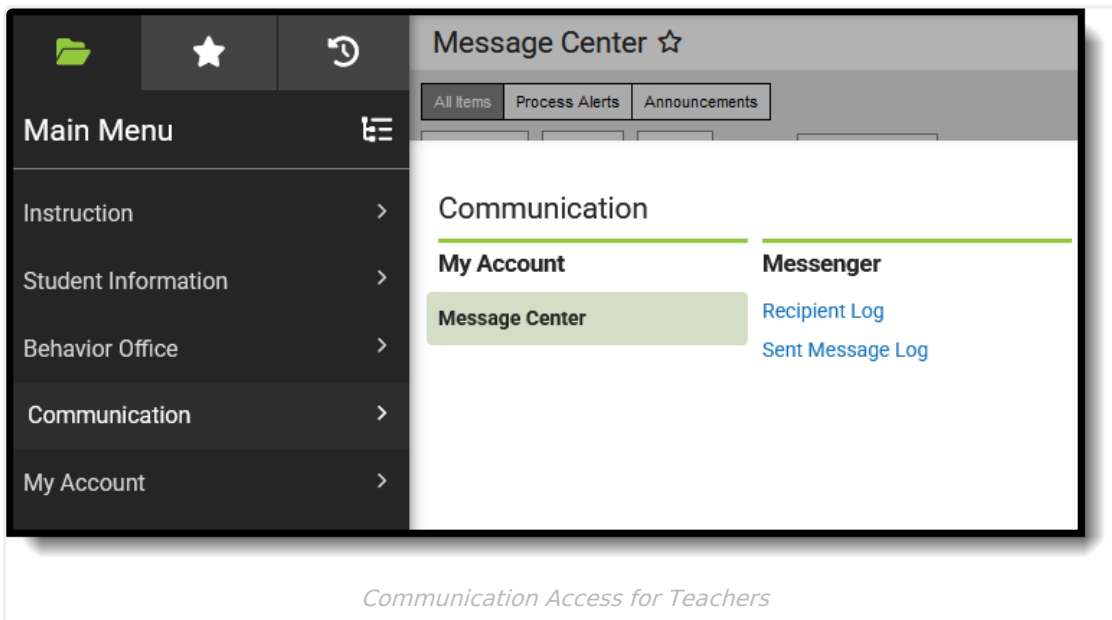
Messenger Administration

▶ Click here to expand...

Tool	Read	Write	Add	Delete
Recipient Log	X			
Recipient Campus Fields	X			
Sent Message Log	X			