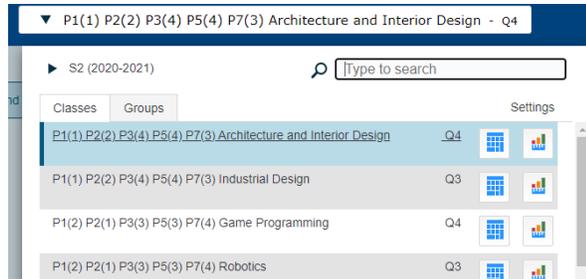April 29th, 2021

How to Setup CTS Modules in PowerSchool

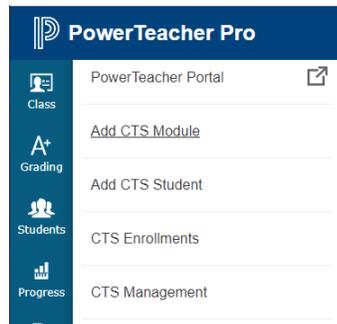**Step 1** – Open PowerTeacher Pro.

Step 2 – From the dropdown, choose the class you are adding modules to.
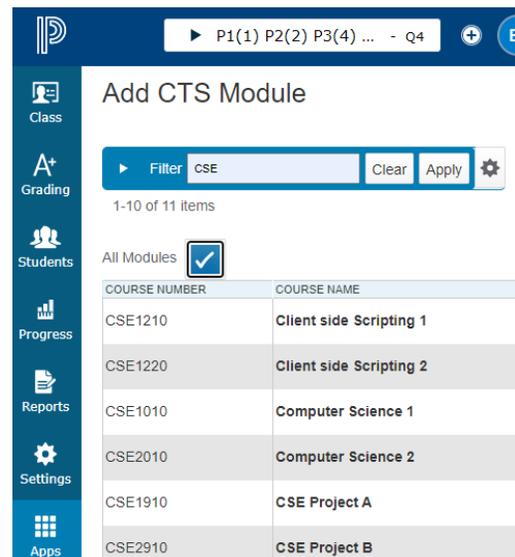
Step 3 – Select your "Apps" menu. It is found at the bottom-left.

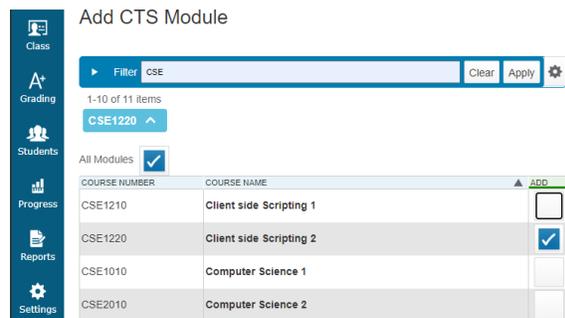**Step 4** – Choose "Add CTS Module" from the new menu that appeared.

Step 5 – Click the Gear icon to select course filters if it's not already open. I like to filter by course area. In the example I am filtering for CSE (Computer Science) modules. For some reason I usually need to select the "All Modules" check box to view all filtered modules.
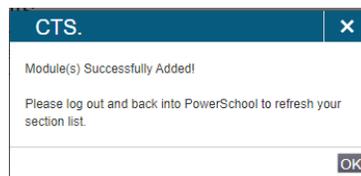
Step 6 – Choose the modules you want to add to the course by selecting the check box for each module you wish to add. There may be several pages of modules, you can move to the next screen using the menu at the bottom of the page. When done click the green **ADD** button at the bottom.

Step 7 – It may take some time to process, depending on how many modules were selected. When done, you should see the message below.

That's it! Now you need to enroll students into the modules you setup in the course. There is another document explaining that process.

NOTE: You can add modules, but you can't remove them. Ask Trish if you need a module removed.