

SmartFind Express Employee Directions

You must register FIRST before using the website or App.

Registration:


1. Call the System Phone Number (1-833-317-1387) from a phone.
2. Enter your Access ID followed by the star (*) key. **This is also your employee ID number.**
3. Enter your Access ID again when it asks for your PIN followed by the star (*) key.
4. Record your name followed by the star (*) key.
5. Hear your callback #. Correct if necessary (you may not hear the callback #, you can keep going).
6. You will be prompted to select a new PIN. Enter a PIN at least six (6) digits in length followed by the star (*) key.

***If you have a 0 or 00 in the front of your employee number, please leave it off when you are calling SmartFind to register.**

<https://www.paulding.k12.ga.us/Domain/4>

congratulations

PCSD Class of 2024



Class of 2024 Graduation Highlights page to see highlights of all Graduation Ceremonies

Click Here to View Highlights

District News



School Board Approves FY2025 Budget
The Board of Education has approved an FY2025 budget supporting students, teachers, and staff. The approved budget maintains the current property tax millage rate while enhancing school operations.



Class of 2024 PCSD Graduation Highlights
Congratulations to the Paulding County School District Class of 2024! Enjoy the highlights from our high school graduation ceremonies.



PCSD 2024 Retirement Luncheon
The PCSD 2024 Retirement Luncheon was held Friday (May 17) at Greystone Power. Retirees were honored and recognized for their years of service and dedication.















Meet 2024 PCSD Teacher of the Year Rebecca Clark
Congratulations to Rebecca Clark on being named PCSD 2024 Teacher of the Year! Rebecca is a 6th grade history teacher at East Paulding Middle School. Her dedication and innovative teaching methods have made a significant impact on her students and the school community.

Click here to learn more about her.



Yes! I Can Awards 2024 - Elementary
On Monday, April 29th, our PCSD elementary Exceptional Students were celebrated during the Yes I Can! Awards Ceremony at Paulding County High School.

Yes! I Can Awards 2024 - Middle/High

 Student Dashboard	 Parent Dashboard	 Staff Dashboard	 Closings and Delays	 Calendar	 Transportation
 Nutrition Services	 Parent Portal / Student Grades	 Canvas	 Enrollment	 Community Engagement	 Social Media and App

Paulding County School District Intranet & Dashboards

Elementary Dashboard
Middle High Dashboard
Instructional Technology Help Center
Staff Intranet

Anonymous Tips
Canvas
EdPlan
Email
Employee Online
Infinite Campus
Phone Portal
TalentEd (RecordsSmartFind)
Tech Helpdesk
Tech Resources

SERVICE STATUS

Working normally (16)

Phone System
Canvas
Infinite Campus
Clever
Microsoft
TalentED
Employee Online

Checkmate
HMH Products
District Website
Networking & Wi-Fi
Testing Platforms
Business Plus



Human Resources

- › Welcome
- › Job Opportunities
- › Nutrition Careers
- › Salary Schedules and Benefits
- › SmartFind Express
- › Substitute Teaching Information
- › TalentED Records
- › Employee Online
- › Employee of the Year
- › Paulding Retired Educators Association
- › Staff Directory
- › Custodial Services
- › Exit Survey
- › Work Calendars

To improve the security of your data: Records, Smartfind, & Perform will now use your district Microsoft account to sign in. If you are not already logged into your Microsoft account or signed into a district managed computer, you will be prompted to sign in with your district email address and password. If you are already signed into one of Microsoft's services, you should be automatically logged into the PowerSchool platforms and not be prompted to sign in again.

New hires who have not received district credentials yet, please use the New Hire Log in button below.

TalentED Hire



TalentED Records



SmartFind

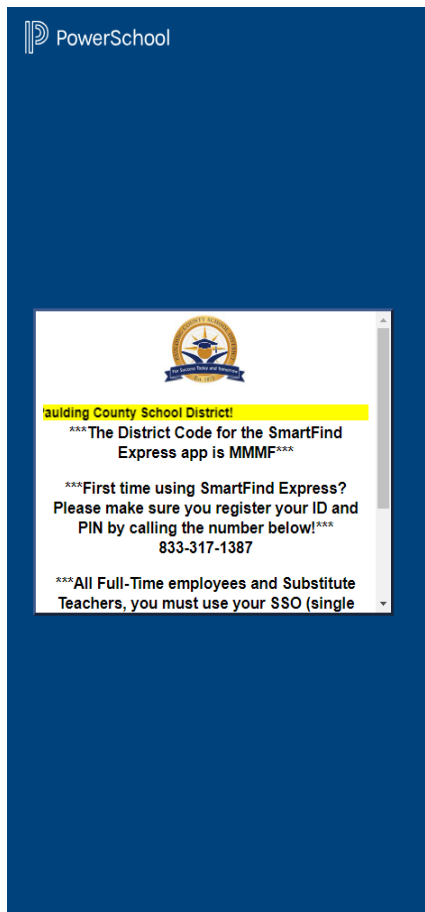
[New Hire Log in](#)

TalentED Perform



<https://pauldingk12.sfe.powerschool.com/>

(Your user ID and password are the same as your computer login credentials. This your PCSD login credentials.)



Unified Talent
SmartFind Express

SIGN IN WITH




Microsoft



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[PowerSchool.com](https://powerschool.com)



Stop Impersonating

2

?

TB

Absences

My Calendar

Preferred Substitutes

My Schedule

Absences

June 12, 2024 03:39 PM

Create Absence

Job ID	Reason	Location(s)	Classification(s)	Start Date(s)	End Dates(s)	Substitute	Instructions
<div><div></div>No Data Available.</div>							

Create Absence



Basic Information

Absence Reason Required

Absence Dates

Date selection options

Calendar Dates

< Jun > 2024 >

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Next

Schedule

Custom times for each day (Advanced Absence)

☐

Choose this if your absence will need different requirements on different days

Wednesday :

06/12/2024

☐ No Sub Required

☒ Full Day

☐ Half Day-AM

☐ Half Day-PM

☐ Custom Day

Substitute

☒ Best Match

☐ Prearranged

(Note: The selected substitute has already agreed to sub for this job and gets the job assigned)

Class Instructions

Characters Remaining: 1000

Add Files

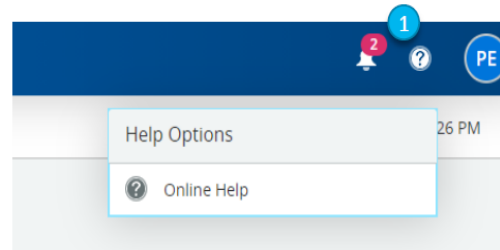
Back

Submit

How do I find Help Documentation if I get lost?

Steps:

- 1 The (?) icon on the top right will lead you to “Online Help” (pictured to the right) – help documentation that is updated with every release and accessible from anywhere (no need to be logged in!).



SmartFind Express Mobile App. (Employees only)



Download the Unified Talent Mobile App. from the App. store or Google Play store.

Apple - <https://apps.apple.com/us/app/unified-talent-mobile/id1548304171>

Android - https://play.google.com/store/apps/details?id=com.powerschool.plpe.mobile&hl=en_US

The SmartFind Express District Code is: **MMMMF**

After you have entered the district code, you will need to enter your user ID and password. This is your PCSD login credentials. (This is the same login credentials as your computer login credentials).

Unified Talent

SFE

User ID

Password

Sign In

Change District

Change Product

Microsoft