

## myBlueprint - Selecting Courses: Grade 9 Going into Grade 10

- Go to [stmary.dcdsb.ca](http://stmary.dcdsb.ca) > Students > Launchpad Learning Portal Log In link. This will open a log in screen.
- Log in with your school email and password.  
Ex: smithjo@dcliveca
- Click on the **myBlueprint** icon.



- To view a video demonstration on how to select your courses copy the link below into your browser or view the student video directly from your myBlueprint account.  
<https://myblueprint.ca/support/videos/course-selection/4DWTLIEHhGmo4wlqQasS6g>
- Once you've clicked on the **myBlueprint** icon, you must click on the green School Account Log in button
- To enter your course selection for next year, select **High School** from the list of options on the left side of the screen.
- Your next school year will be highlighted in blue. You can change your selections as many times as you like until you select the Submit button.
- To select a compulsory course, click on **subject (English, Math, etc)** in the course box. All of the course options for that subject will appear. If you click on the course name, the course description will appear. To select the course, click on the **Add Course** button. You will then return to the High School Plan Grid. You may also consider narrowing your search by selecting the Grade in the Filter section (ie., Grade 10) and only the courses in that subject and grade will appear.
- In Grade 10, **the following 6 courses are compulsory: Religion, English, Math, Science, History, Civics/Career Studies.** \*If a student did not successfully complete an Arts credit in Grade 9, they should do so in Grade 10.
- French Immersion students are required to take Religion, History and French.** *The 6<sup>th</sup> digit in the code is F. Students in French Immersion must choose FIF2DF.*
- Continue to add until you have selected all your compulsory courses.
- If you choose a course in error, click on the right side of the course and select **Edit, Change or Delete.**

To choose an **elective course** click on **Course** located within the course box.

- In Grade 10, students will select 2 elective courses** (fewer if students did not pass all their Grade 9 compulsory courses).
- From the **Filters** section select **Grade** and choose Grade 10
- From the **Filters** section select **Discipline**. Options can be found under several discipline areas like **Arts, Business and Technology, Canada World Studies, Social Sciences**

- If you choose a course in error, click on the right side of the course and select **Edit, Change or Delete**

All students must ALSO select two **alternate courses**. PLEASE NOTE: In case an elective course does not fit in your schedule for next year, **an alternate course will be used without notice.** Steps for choosing an alternate are the same as those for choosing electives. Review the process and repeat. **Also, electives cannot be changed once the school year begins!**

- A **Blue Box** indicates an Advisor note. Hold the mouse over the blue symbol and the note will appear. A **Red Box** indicates that there's a course restriction. Hold the mouse over the red symbol and the restriction will appear.
- Once all courses and alternatives have been selected, click **Review Course Selections** button. Check to ensure that you have the proper pre-requisites and have met the recommended grade for certain courses. **You will not be allowed to submit your courses if there are errors or pre-requisites missing.**
- Review your course selections. If you are satisfied with your choices, click **Submit Course Selections** button.
- Once you've submitted your courses, you must send your parent/guardian an email so that they can electronically approve your selections. Click **Send Approval Email** and follow the prompts.
- You can print a copy of your Course Selection form to keep on file. To print a copy, click **Printer icon** button.
- Please ensure that you have read the policy regarding Course Options Changes. There will be NO discretionary changes.
- Once this course sign-off sheet is approved by your parent, it will be considered successfully submitted. **The course selection form with parent approval must be completed by Wednesday, February 24th, 2021 with the Student Activity Fees\* of \$40.00 for returning students paid only through School Cash Online. Dudley Locks are \$5 for any returning student who requires one.**

**Student Activity Fees** are used to defray the cost of:

- Yearbooks
- Student Retreats
- Clubs
- Honorariums for guest speakers
- School Council Activities