ONLINE COURSE SELECTION

- Step 1: Log into <u>www.myBlueprint.ca/kawartha</u> OR go to Edsby \rightarrow C.S.S. School Talk \rightarrow pinned items on left is link to myBlueprint. **Use your KPR username and password.**
- Step 2: Create High School Plan: To complete course selection, you must create your first high school plan (if you haven't already).
 - From the left navigation menu, click Plan Courses OR High School
 - Click on Add Plan (if you are a new user to the school)

Your screen should be the course planner:

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Step 3: In High School Planner, click **+ (Course)**. The compulsory courses are listed on the planner. Electives are indicated as **Course**. On the **Course Selection and Details** screen, explore the available courses. Filter by grade and subject discipline.

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Step 4: Click **Add Course** when you find the course you want. Make sure that you have chosen the *correct course level for your compulsory subjects*. To make a change on

your course planner, click on the three (3) dots. You can edit, change or delete the course.

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HINT: The **Graduation Indicator** will help you keep track of your progress towards graduation. Click **View Progress** for a list of specific graduation requirements.

×	Your courses a	are	Not returning next year?			
1	Step 1 Add Courses	2	Step 2 Review Courses	3	Step 3 Submit Courses	Review Course Selections

Step 5: Review Courses: When you are ready to submit your course selections, click the blue **Review Course Selections** button and give your course selection one final look over. You can still make changes if necessary!

Rev	view Course Selections	
0	ENG1D1 English	No Issues
0	MPM1D1 Principles of Mathematics	No Issues

Step 6: SUBMIT COURSES: Once you've carefully reviewed the **Details** page to ensure that you are meeting the requirements for the courses you have selected and that the courses that appear are correct, click on **Submit Course Selections**. Please note that you will NOT be able to modify your course selections once submitted! You MUST contact Guidance to change any courses once you have submitted them!

PRINT THE CONFIRMATION AND HAND INTO YOUR TEACHER