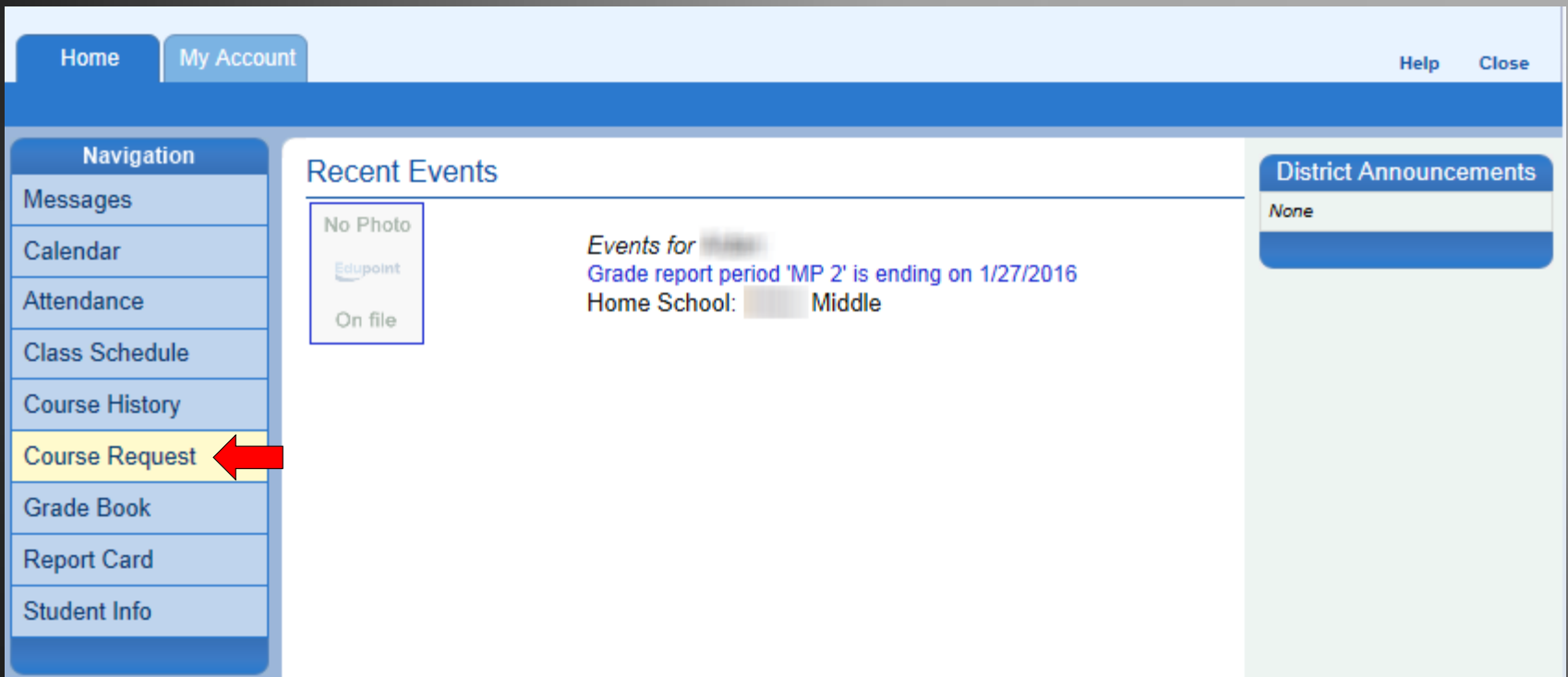


# Synergy Online Course Requests ~ Middle School

Rising 7<sup>th</sup> & 8<sup>th</sup> for 2016 – 2017



# Students Login to StudentVUE



The screenshot displays the StudentVUE user interface. At the top, there are tabs for 'Home' and 'My Account', with 'Help' and 'Close' links on the right. A blue navigation sidebar on the left contains the following menu items: Messages, Calendar, Attendance, Class Schedule, Course History, **Course Request** (highlighted in yellow with a red arrow pointing to it), Grade Book, Report Card, and Student Info. The main content area is titled 'Recent Events' and shows a placeholder for a photo (No Photo, Edupoint, On file) and an event notification: 'Events for [redacted] Grade report period 'MP 2' is ending on 1/27/2016 Home School: [redacted] Middle'. On the right side, there is a 'District Announcements' section with the text 'None'.

CLICK THE “COURSE REQUEST” OPTION

# Pre-Populated Courses

The following courses will already be listed for rising 7<sup>th</sup> and 8<sup>th</sup> grade students:

- ❖ English
- ❖ Science
- ❖ Social Studies
- ❖ PE

Selected Course Requests			
<a href="#">Click here to change course requests</a>			
Selection Time Period: 12/1/2015 - 2/1/2016			
Ln	Course ID	Course Title	Department
1	▶ EN8000	8 English	English
2	▶ SC8000	8 Science	Science
3	▶ SS8000	Civics and Economics	Social Studies

# Getting Started

## COURSE REQUEST

Counselor:

2016-2017 School Year, Grade: 08

Welcome to the online course request system. Course requests for the 2016-2017 school year will be accepted until April 1, 2016. Please remember to ask your parents for their input as you select your courses. Your counselor will help you choose the appropriate math course and your four elective classes. If you or your parents have any questions, please contact your counselor.

### Selected Course Requests

[Click here to change course requests](#)



Selection Time Period: 1/20/2016 - 4/1/2016

Ln	Course ID	Course Title	Department	Comment
1	EN8000	8 English	English	
2	SC8000	8 Science	Science	
3	SS8000	Civics and Economics	Social Studies	
<b>Total</b>				

Alternate Elective Requests (*in preference order*) - Select at least 2 alternates

Ln	Course ID	Course Title	Department	Comment
No alternate course requests have been selected or assigned.				

[Click here to change course requests](#)

### Graduation Status Summary

Subject Area	Credit				Credit for Requested Courses	Remaining
	Required	Completed	In Progress			
English	4.00	0.00	0.00	0.00	0.00	4.00
Mathematics	4.00	0.00	0.00	0.00	0.00	4.00
Laboratory Science	4.00	0.00	0.00	0.00	0.00	4.00
History and Social Sciences	4.00	0.00	0.00	0.00	0.00	4.00
Foreign Language	3.00	0.00	0.00	0.00	0.00	3.00
Health and Physical Education	2.00	0.00	0.00	0.00	0.00	2.00
Fine Arts or Career and Technical Education	1.00	0.00	0.00	0.00	0.00	1.00
Economics and Personal Finance	1.00	0.00	0.00	0.00	0.00	1.00
Electives	3.00	0.00	0.00	0.00	0.00	3.00
<b>Total</b>	<b>26.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26.00</b>

CLICK THE "CLICK HERE TO CHANGE COURSE REQUESTS" BUTTON TO BEGIN...

# Searching for Courses

❖ Use one of the following: Course ID, Course Title, or Category field.

❖ Click the “Search Courses” button.

**COURSE REQUEST SELECTION**  
Counselor: \_\_\_\_\_





2016-2017 School Year, Grade: 08

To make a course request, search for a class below. To help narrow the search, filter classes by Course ID, Course Title, or Department.

Selected Course Requests					<a href="#">Click here to return to course request summary</a>
Action	Ln	Course ID	Course Title	Department	Comment
<input type="button" value="Remove"/>	1	EN8000	8 English	English	
<input type="button" value="Remove"/>	2	SC8000	8 Science	Science	
<input type="button" value="Remove"/>	3	SS8000	Civics and Economics	Social Studies	
Total					

Alternate Elective Requests (*in preference order*) - Select at least 2 alternates

Action	Ln	Course ID	Course Title	Department	Comment
No alternate course requests have been selected or assigned					

Course ID   Course Title   Department    

# Selecting Course Requests

1. The Comment column displays when a student is enrolled in a HS credit course.
2. Click the “Request” option of the selected course(s).
3. Click the “Click here to move selected requests to Selected Course Requests” button.

**Selected Course Requests** [Click here to return to course request summary](#)

Action	Ln	Course ID	Course Title	Department	Comment
<input type="button" value="Remove"/>	1	EN8000	8 English	English	
<input type="button" value="Remove"/>	2	SC8000	8 Science	Science	
<input type="button" value="Remove"/>	3	SS8000	Civics and Economics	Social Studies	
Total					

**Alternate Elective Requests (in preference order) - Select at least 2 alternates**

No alternate course requests have been selected or assigned

Course ID:  Course Title:  Department:

[Click here to move selected requests to Selected Course Requests](#) **3**

Ln	Action	Course ID	Course Title	Department	Comment
1	<input checked="" type="radio"/> None <input type="radio"/> Request <input type="radio"/> Alternate	MA1101	Algebra I	Mathematics	Currently enrolled <b>1</b>
2	<input checked="" type="radio"/> None <input type="radio"/> Request <input type="radio"/> Alternate	MA1102	Algebra I	Mathematics	Currently enrolled
3	<input type="radio"/> None <input checked="" type="radio"/> Request <input type="radio"/> Alternate <b>2</b>	MA2201	H Geometry	Mathematics	
4	<input type="radio"/> None <input checked="" type="radio"/> Request <input type="radio"/> Alternate	MA2202	H Geometry	Mathematics	
5	<input checked="" type="radio"/> None <input type="radio"/> Request <input type="radio"/> Alternate	MA8410	8 Transition to Algebra	Mathematics	
6	<input checked="" type="radio"/> None <input type="radio"/> Request <input type="radio"/> Alternate	MA8009	8 Algebra SOL	Mathematics	
7	<input checked="" type="radio"/> None <input type="radio"/> Request <input type="radio"/> Alternate	MA8900	8 MATH LAB	Mathematics	
8	<input checked="" type="radio"/> None <input type="radio"/> Request <input type="radio"/> Alternate	MA8909	8 Math SOL	Mathematics	

# Guide for Selecting Electives

- ▶ If you choose Band, you can only select 1 other elective
- ▶ If you choose Orchestra, you can only select 1 other elective
- ▶ If you do NOT choose Band or Orchestra, select 3 electives
  
- ❖ Be advised, students who need/want specific support classes, those will be added by the counselor later.

# Selecting Alternate Course Requests

Total					
Alternate Elective Requests ( <i>in preference order</i> ) - Select at least 2 alternates					
Action	Ln	Course ID	Course Title	Department	Comment
No alternate course requests have been selected or assigned					
Course ID		Course Title		Department	Search Courses
te8000					
Click here to move selected requests to Selected Course Requests					
Ln	Action	Course ID	Course Title	Department	Comment
1	<input type="radio"/> None <input type="radio"/> Request <input checked="" type="radio"/> Alternate	TE8000	8 Technology Ed (YR)	Career and Technical Education	

1

2

Students MUST select 2 alternate course requests in case their first choices are unavailable.

1. Click the “Alternate” option of the selected course(s).
2. Click the “Click here to move selected requests to Selected Course Requests” button.



# Editing Selections

- ❖ Click the “Remove” button to remove any course(s).
- ❖ Select additional courses, if needed.

Selected Course Requests					<a href="#">Click here to return to course request summary</a>
Action	Ln	Course ID	Course Title	Department	Comment
<input type="button" value="Remove"/>	1	▶ AR8300	8 ART (YR)	Art	
<input type="button" value="Remove"/>	2	▶ EN8000	8 English	English	
<input type="button" value="Remove"/>	3	▶ MA2201	H Geometry	Mathematics	
<input type="button" value="Remove"/>	4	▶ MA2202	H Geometry	Mathematics	
<input type="button" value="Remove"/>	5	▶ PE8100	8 PE (ALT DAYS)	Health and Physical Education	
<input type="button" value="Remove"/>	6	▶ SC8000	8 Science	Science	
<input type="button" value="Remove"/>	7	▶ SS8000	Civics and Economics	Social Studies	
<input type="button" value="Remove"/>	8	▶ WF8000	8 Living Skills (YR)	Career and Technical Education	
<input type="button" value="Remove"/>	9	▶ WL8020	8 Spanish I B	World Language	
			Total		
Alternate Elective Requests ( <i>in preference order</i> ) - Select at least 2 alternates					
Action	Ln	Course ID	Course Title	Department	Comment
<input type="button" value="Remove"/>	1	▶ TE8000	8 Technology Ed (YR)	Career and Technical Education	
<input type="button" value="Remove"/>	2	▶ MU8010	8 CHORUS (YR)	Music	

# Finalizing Course Requests

Selected Course Requests					<a href="#">Click here to return to course request summary</a>
Action	Ln	Course ID	Course Title	Department	Comment
<input type="button" value="Remove"/>	1	▶ AR8300	8 ART (YR)	Art	
<input type="button" value="Remove"/>	2	▶ EN8000	8 English	English	
<input type="button" value="Remove"/>	3	▶ MA2201	H Geometry	Mathematics	
<input type="button" value="Remove"/>	4	▶ MA2202	H Geometry	Mathematics	
<input type="button" value="Remove"/>	5	▶ PE8100	8 PE (ALT DAYS)	Health and Physical Education	
<input type="button" value="Remove"/>	6	▶ SC8000	8 Science	Science	
<input type="button" value="Remove"/>	7	▶ SS8000	Civics and Economics	Social Studies	
<input type="button" value="Remove"/>	8	▶ WF8000	8 Living Skills (YR)	Career and Technical Education	
<input type="button" value="Remove"/>	9	▶ WL8020	8 Spanish I B	World Language	
			<b>Total</b>		
Alternate Elective Requests ( <i>in preference order</i> ) - Select at least 2 alternates					
Action	Ln	Course ID	Course Title	Department	Comment
<input type="button" value="Remove"/>	1	▶ TE8000	8 Technology Ed (YR)	Career and Technical Education	
<input type="button" value="Remove"/>	2	▶ MU8010	8 CHORUS (YR)	Music	

- ❖ Click the “Click here to return to course request summary” button to return to the Course Request screen.

# Congratulations, your courses have been selected for 2016-2017

## Selected Course Requests

[Click here to change course requests](#)

Selection Time Period: 1/20/2016 - 4/1/2016

Ln	Course ID	Course Title	Department	Comment
1	▶ AR8300	8 ART (YR)	Art	
2	▶ EN8000	8 English	English	
3	▶ MA2201	H Geometry	Mathematics	
4	▶ MA2202	H Geometry	Mathematics	
5	▶ PE8100	8 PE (ALT DAYS)	Health and Physical Education	
6	▶ SC8000	8 Science	Science	
7	▶ SS8000	Civics and Economics	Social Studies	
8	▶ WF8000	8 Living Skills (YR)	Career and Technical Education	
9	▶ WL8020	8 Spanish I B	World Language	
		<b>Total</b>		

Alternate Elective Requests (*in preference order*) - Select at least 2 alternates

Ln	Course ID	Course Title	Department	Comment
1	▶ TE8000	8 Technology Ed (YR)	Career and Technical Education	
2	▶ MU8010	8 CHORUS (YR)	Music	