

ALL COURSE SELECTIONS MUST BE MADE BY FRIDAY, FEBRUARY 28, 2020.

This step-by-step guide will help you complete online course selection using the myBlueprint website.

☐ LOG IN TO YOUR ACCOUNT?

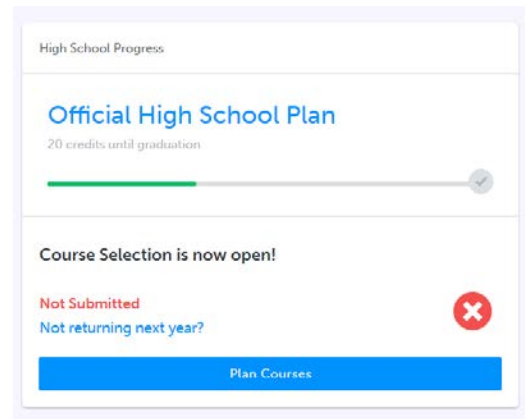
1. Visit www.myblueprint.ca
2. Click **Log In** at the top right
3. Enter your email (usually your student email) and password, click **Login**
If you have troubles logging in, Mr. Budzinsky or Ms. Craigen can reset both your email and password



☐ COURSE SELECTION

From your **Dashboard**, click on the **Plan Courses** button that appears in the High School Progress box. The button will say **Plan Courses** if course submission has not yet been enabled at your school.

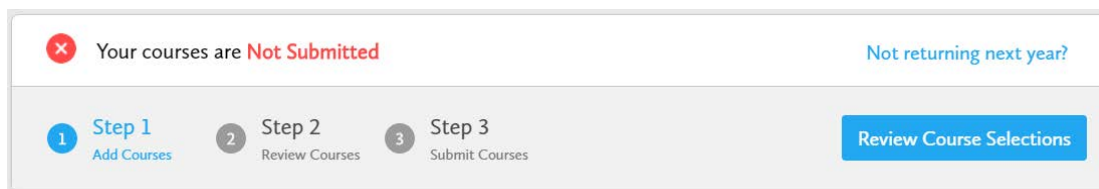
***HINT:** Clicking on **View or Plan Courses** will take you to your High School Planner - you can also access this by simply clicking on **High School** from the left hand navigation menu.*



1) ADD COURSES FOR NEXT YEAR



- In High School Planner, click + **[Course]**.
- In the **Course Selection and Details** screen, explore the available courses.
- Click **Add Course** when you find the course you want.

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



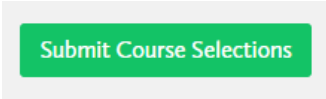
- 2) **REVIEW COURSES** – When you are ready to submit your course selections, click the blue **Review Course Selections** button and give your course selection one final look over.

1 Review Course Selections

| | | |
|---|-------------------------------------|-----------|
|  | ENG1D1 English | No Issues |
|  | MPM1D1 Principles of Mathematics | No Issues |

If available, you can use the “Add Comments” section to explain any issues to your guidance counsellor (i.e. taking the prerequisite in night school, or summer school)

3) 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 (unless your guidance counsellor re-allows submission)!



4) PRINT SIGN –OFF SHEET – After submitting your course selections, click on the **Print Sign-Off Sheet** button at the top right and return a signed copy to your counsellor or teacher

Submission Details


Print Sign-Off Sheet and return signed copy to your school

Step 1 Add Courses
Step 2 Review Courses
Step 3 Submit Courses

[Print Sign-Off Sheet](#)

NOTE: You can also access the sign-off sheet from the **High School** planner – if it doesn’t show after you’ve click the **Print Sign-Off Sheet** button, check the pop-up blocker settings for your web browser.

Official High School Plan [Course Calendar](#) [View Plans](#)

 Your courses are **Submitted** December 3, 2018 9:54 AM ET

[Print Sign-Off Sheet](#)

YOU’RE DONE! Print and return a signed copy of your **Course Selection Sign-Off Sheet** to your Counsellor or Teacher.

Not returning next year?

- 1) From your **Dashboard**, click on the **Not returning next year?** button that appears in the High School Progress box.

High School Progress

Official High School Plan
13 credits until graduation

Progress bar with a checkmark at the end.

Course Selection is now open!

Not Submitted ✖

Not returning next year?

[Plan Courses](#)

- 2) Select the option that suits your pathway and press confirm

✖ Not returning next year?

Let us know where you're headed by selecting an option below.

| |
|--|
| <input type="radio"/> Apprenticeship |
| <input type="radio"/> College |
| <input type="radio"/> University |
| <input type="radio"/> Workplace |
| <input type="radio"/> New School |
| <input type="radio"/> Not Graduating |
| <input type="radio"/> Other Education/Training |

[Confirm](#)