myBlueprint
Course Selection Guide 2024
For Students Entering Grade 11

This step-by-step guide will help you complete your course selections using the myBlueprint website.

WHERE DO I FIND myBlueprint ON THE PPHS WEBSITE?

Go to **PPHS** website: https://portperryhs.ddsb.ca/en/index.aspx#
Go to **DEPARTMENTS**
Go to **Guidance** and click on the **BLUE** link (Visit our Guidance Page)
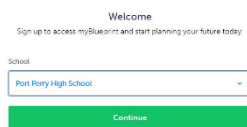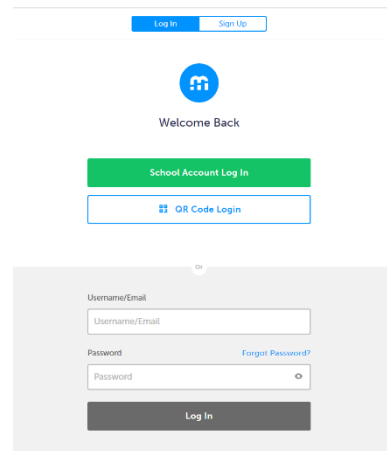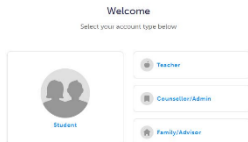Go to **myBlueprint Course Selections (2024-2025)**
Click on Accessing myBlueprint

Click on **myBlueprint**

Click on **School Account Log In**

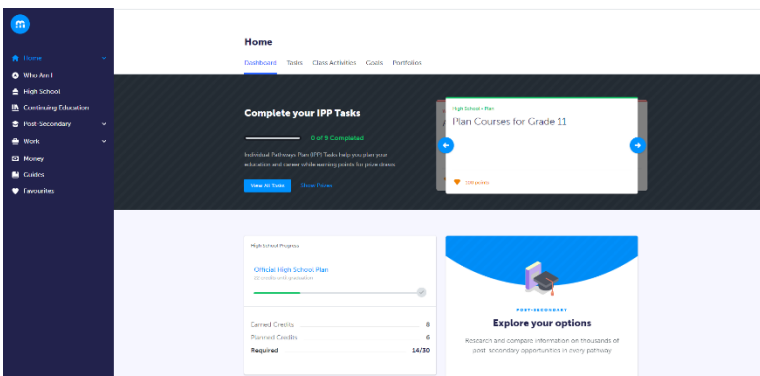Select **Port Perry High School** from the drop-down menu

Select **Student**
Log in using
your DDSB
user profile/login

COMPLETING YOUR IPP

You have now landed on your **STUDENT ACCOUNT DASHBOARD**.

In the middle of your screen, you will see **Complete your IPP Tasks.**
Simply click on **View All Tasks**

Click on each task and follow the instructions. Once complete, go back to your Dashboard, the bar graph should now show all tasks as completed. You MUST be at 100% in order to complete your registration for courses at PPHS.
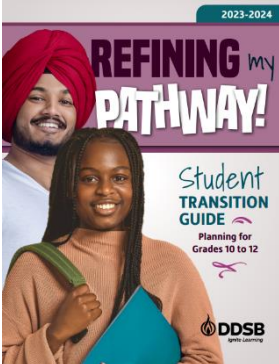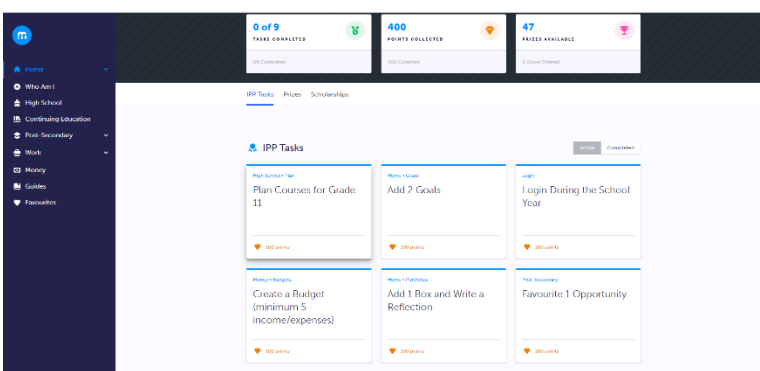
Please note: We recommend that you "refresh the page" after each task has been completed to view your status on the bar graph

COURSE SELECTION

From your **Dashboard**, click on the **Plan Courses** button that appears in the <u>High School Progress</u> 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 <u>High School Planner</u> - you can also access this by simply clicking on **High School** from the left-hand navigation menu.*

Course Selections Available in myBlueprint	
	The course coding system in Grade 11 and 12 supports future post-secondary plans: Apprenticeship Pathway = C, E, U; College Pathway = C, M, U; University Pathway = M, U; Workplace Pathway = E. Please refer to ***Refining My Pathway*** for further details.
Compulsory Courses	**ENGLISH: NBE 3C/E/U – English: Understanding Contemporary Indigenous Voices** **MATHEMATICS: MBF3C/MCF3M/MCR3U/MEL3E – Math** Please use your status sheet to ensure that you have completed diploma requirements, paying particular attention to the left-hand column under "Diploma Credit Summary" – **look to ensure that you are meeting the requirements for Groups 1, 2, and 3 in your plan,** as well as other diploma requirements and plan accordingly.
Optional Courses	Students must select the equivalent of six (6) optional courses and two (2) alternates. Please place these selections <u>in order of preference</u>, as well as the two (2) alternates. We may be required to use alternates to build your timetable.

Note: If you are selecting Cooperative Education (Co-op) and/or Peer Tutoring, please complete the supplementary form which can be found in the *myBlueprint Course Selection* menu on the Supplementary Forms tab on the Guidance Page or pick one up in the Guidance Office. This form MUST be submitted to the Guidance Office ASAP.

French Immersion Courses can be found by clicking on the Discipline menu and selecting French Immersion. Students require 10 FI credits for the DDSB French Immersion Certificate.

Gifted Courses are coded with a "G" as the 6th digit (ENG3UG). Students must be identified with Giftedness and have 8 Gifted credits with at least one at the Grade 11 or 12 level to be awarded the DDSB Gifted Certificate.

Asynchronous eLearning Courses: PRISM: eLearning Consortium
You may choose one or two Asynchronous eLearning Courses through PRISM: eLearning Consortium. Please select the Discipline: *Asynchronous eLearning Courses (PRISM: eLearning Consortium).* Click on ELERN1. Once selected from the pull-down menu, please select the course(s) you would like to take. Please repeat the process if you wish to take two asynchronous eLearning Courses.
This is currently only a placeholder and **does not guarantee** that you will be admitted into the(se) course(s).

ADD COURSES

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

*HINT***:** You can filter by <u>Grade</u> and by <u>Discipline</u>.

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.

NOTE: SUMMER SCHOOL

STEP 1: If you intend to take a course in summer school, please add a comment in the "Add Comments" section – start the comment with "SUMMER SCHOOL" (ie) SUMMER SCHOOL: I plan on taking NBE 3U1 this summer.

STEP 2: From the Dashboard select "Continuing Education" from the left side menu. Select "Explore Courses" and select the date/mode of delivery/type of summer school to see offerings. Once you have found the course you would like to do in Summer School, select it and Guidance will confirm your registration.

SUBMIT COURSES

Once you have 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.

EMAIL PARENT APPROVAL

After submitting your course selections:

- Click the blue **Send Approval Email** to email your parent/guardian to approve your course selections (At this point, you will be required to provide a parent/guardian email address.)

Your parent/guardian will receive an email and they must approve or reject your course selections. If they reject your course selections, it will be their responsibility to follow up with a Guidance Counsellor to discuss further.

CONGRATULATIONS!!!! YOU ARE DONE!