

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

❑ EXISTING USER?

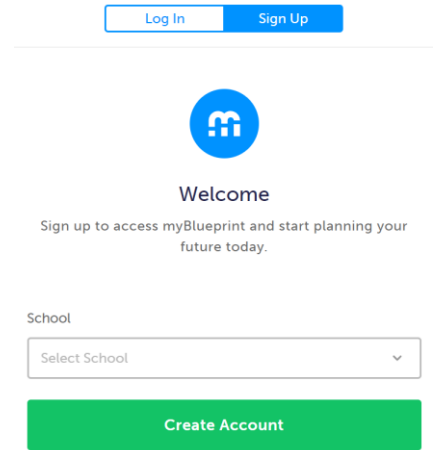
1. Visit www.myblueprint.ca
2. Click **Log In** at the top right
 - Click **School Account Login**, and find your school board/district (SD83 North Okanagan-Shuswap) in the drop-down menu.

OR

Visit <https://app.myblueprint.ca/?sdid=sd83>

❑ NEW USER?

1. Visit <https://app.myblueprint.ca/?sdid=sd83>
2. Click **School Account Login**, if you see that button, and log in with your school username/password (same as you would use to log in on a school computer)
3. Don't see a School Account Login option? Click **Sign Up**
4. Select **your school** from the drop down list and click **Create Account**
5. Select **Students** and click **Continue**
6. Select your grade, click **Continue**
7. Enter your **Provincial Education Number** (i.e., OEN, ASN, MET) and **Date of Birth**, click **Continue**
8. Fill out the sign up form and click **Create Account**

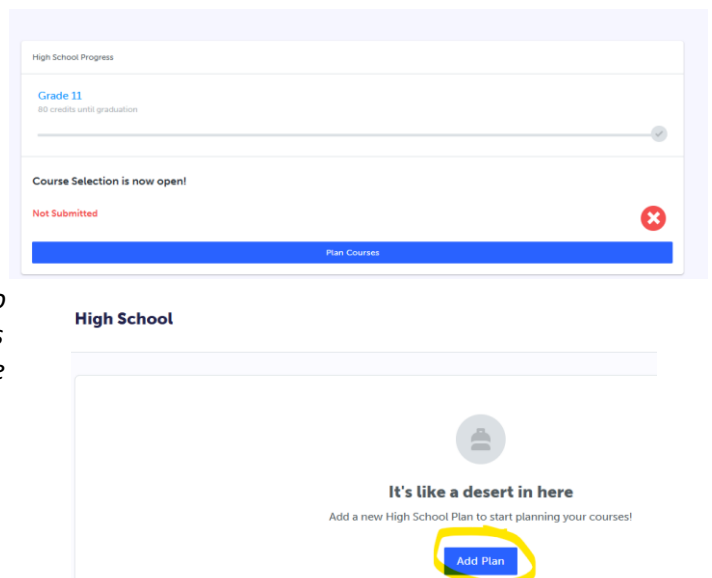


The image shows the myBlueprint Sign Up screen. At the top, there are two buttons: "Log In" and "Sign Up". Below them is the myBlueprint logo and the text "Welcome". Underneath, it says "Sign up to access myBlueprint and start planning your future today." There is a "School" dropdown menu with "Select School" as the placeholder text. At the bottom, there is a large green button labeled "Create Account".

❑ COURSE SELECTION

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

HINT: Clicking on **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.



The image shows two screenshots from the myBlueprint website. The top screenshot is the "High School Progress" screen, which shows "Grade 11" and "80 credits until graduation". It also says "Course Selection is now open!" and "Not Submitted" with a red X icon. At the bottom, there is a blue button labeled "Plan Courses". The bottom screenshot is the "High School" selection screen, which shows a placeholder for a school and the text "It's like a desert in here". Below this, it says "Add a new High School Plan to start planning your courses!". At the bottom, there is a blue button labeled "Add Plan", which is circled in yellow.

A.L. Fortune: Course Selection Guide

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.

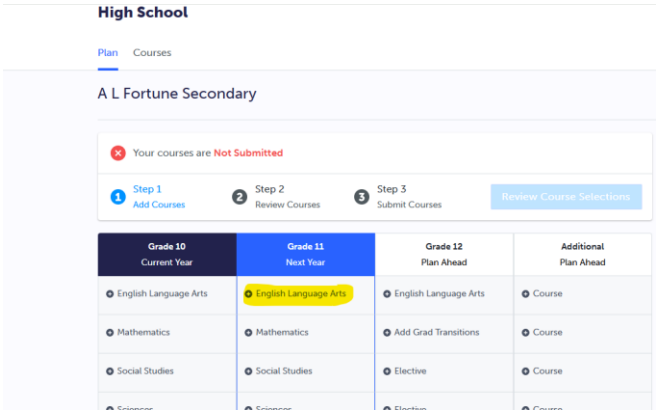
2) SELECT COURSES FROM THE REQUIRED DEPARTMENTS (ex: English Language – English 11), ELECTIVES, and ALTERNATES

Select the required off-timetable Careers course(s) plus 8 on-timetable courses. You may also select additional off-timetable courses.

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

3) 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: 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)



High School

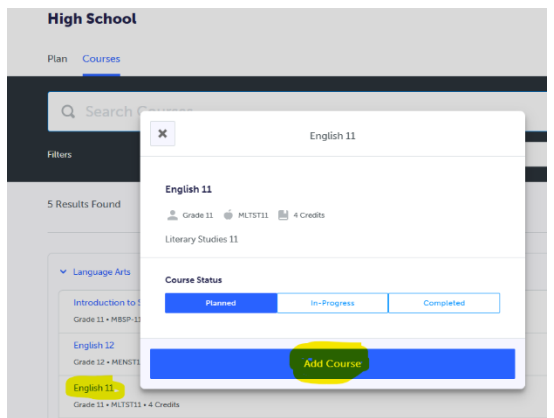
Plan Courses

A L Fortune Secondary

Your courses are **Not Submitted**

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

Grade 10 Current Year	Grade 11 Next Year	Grade 12 Plan Ahead	Additional Plan Ahead
English Language Arts	English Language Arts	English Language Arts	Course
Mathematics	Mathematics	Add Grad Transitions	Course
Social Studies	Social Studies	Elective	Course
Science	Science	Elective	Course



High School

Plan Courses

Search Courses

Filters

5 Results Found

Language Arts

Introduction to Grade 11 • MBSP-11

English 12 Grade 12 • MENST-12

English 11 Grade 11 • MLTST11 • 4 Credits

English 11

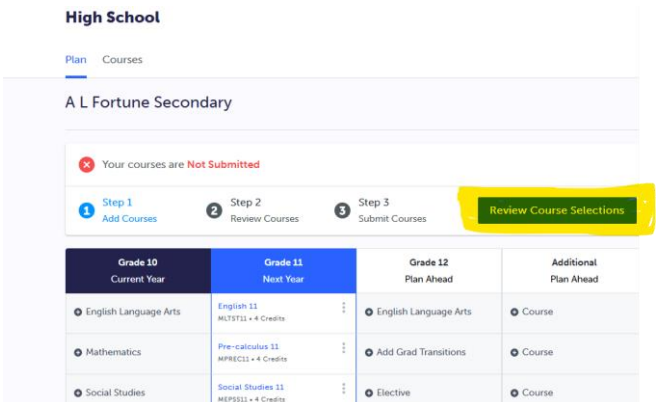
Grade 11 MLTST11 4 Credits

Literary Studies 11

Course Status

Planned In-Progress Completed

Add Course



High School

Plan Courses

A L Fortune Secondary

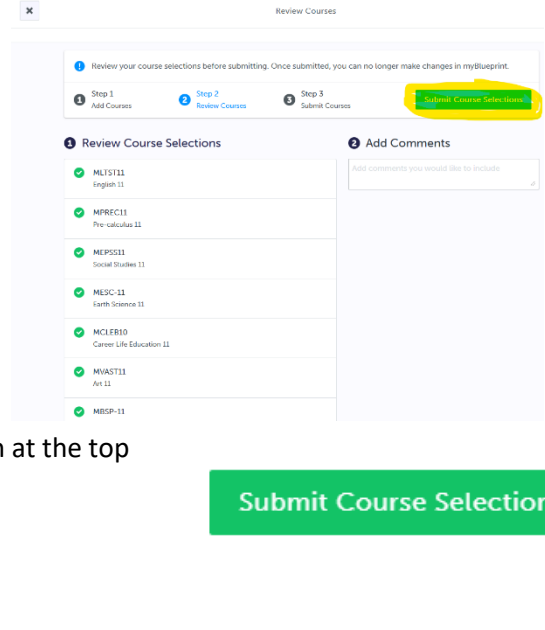
Your courses are **Not Submitted**

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

Grade 10 Current Year	Grade 11 Next Year	Grade 12 Plan Ahead	Additional Plan Ahead
English Language Arts	English 11 MLTST11 • 4 Credits	English Language Arts	Course
Mathematics	Pre-calculus 11 MPREC11 • 4 Credits	Add Grad Transitions	Course
Social Studies	Social Studies 11 MEPSD11 • 4 Credits	Elective	Course

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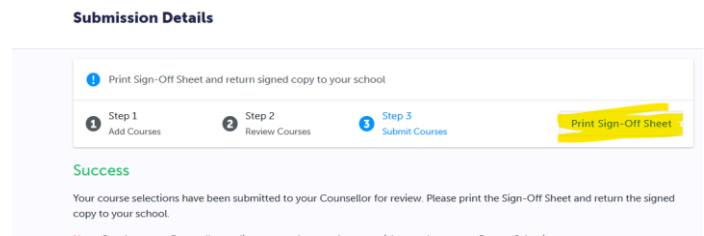
- 4) **SUBMIT COURSES** – Once you’ve carefully reviewed the **Details** page to ensure that you are meeting the requirements for the courses you have selected and that the courses that appear are correct, click on **Submit Course Selections**. Please note that you will not be able to modify your course selections once submitted (unless your guidance counsellor re-allows submission)!



- 5) **PRINT (Optional)**– After submitting your course selections
- Click the **Print Sign-off Sheet** or **Printer** button at the top right.

Submit Course Selections

NOTE: You can also access the sign-off sheet from the **High School planner** – if it doesn’t show after you’ve clicked the **Printer** button next to the **Resend Approval Email** button, check the pop-up blocker settings for your web browser. If you don’t see an option to print, that means this step is not required by your school.



YOU'RE DONE!

Not returning next year?

- 1) From your **Dashboard**, click on the **Not returning next year?** button that appears in the **High School Progress** box, or click the same link above the 'Review Course Selections' button in the **High School** section.

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

