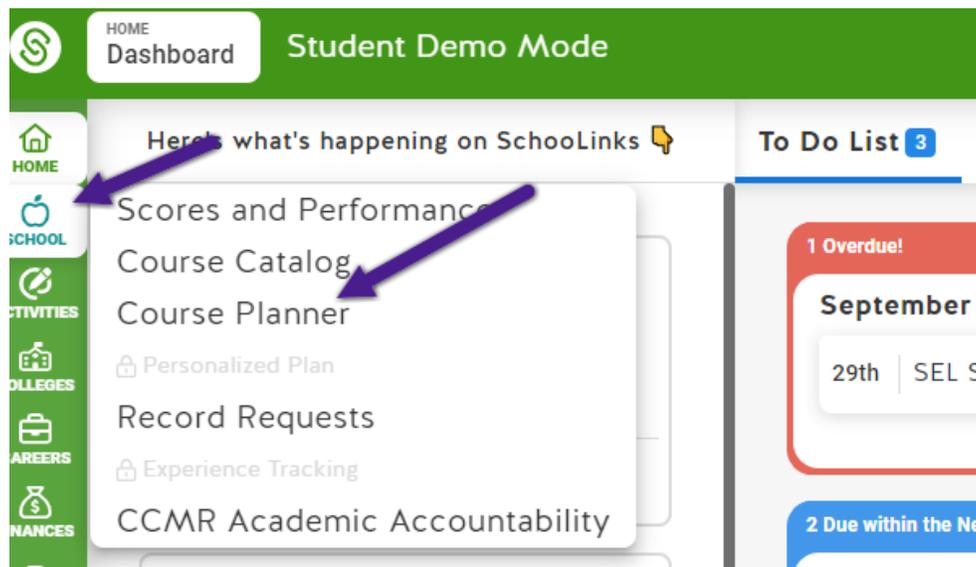


How to Create Your 4 Year Plan & Select Courses for Next Year

1. Log into Schoolinks from your SSO

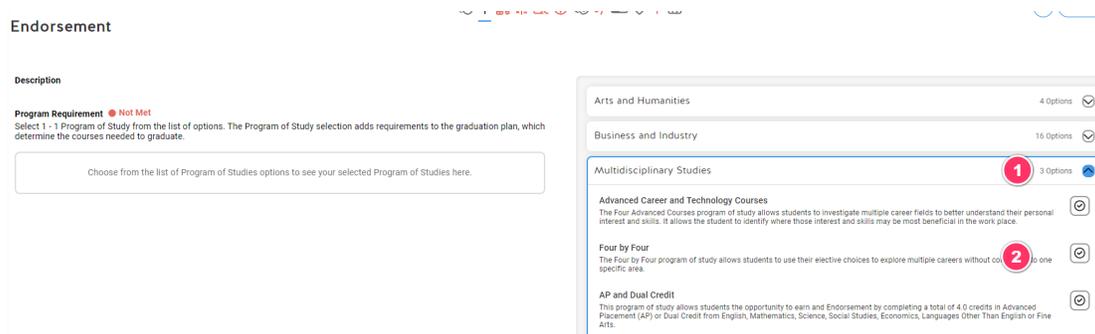
2. Go to the Course Planner

- Click the School icon on the left then click Course Planner.



3. Selecting an Endorsement

- If you haven't done so already, you'll be asked to select an Endorsement. If you are not sure which Endorsement you want to pick, select **Multidisciplinary Studies** and then select **Four by Four**.

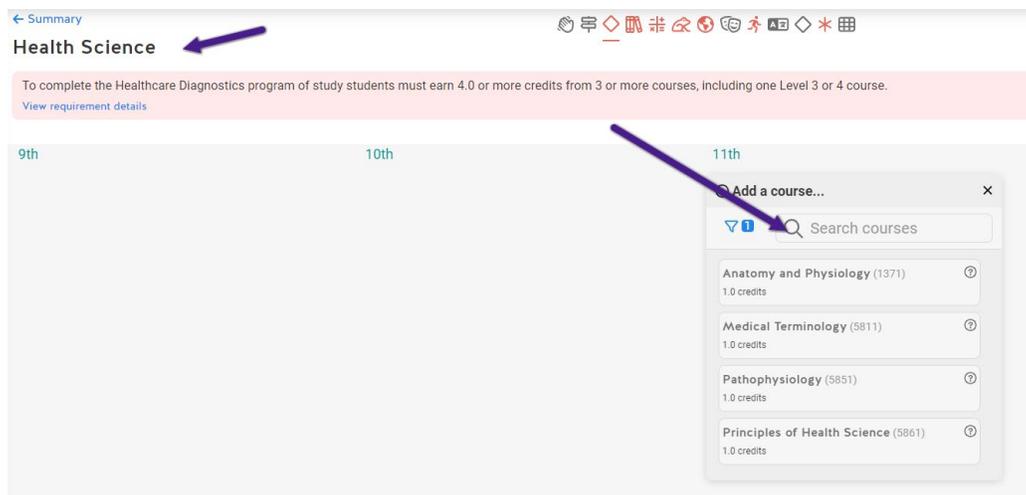


- Next you'll click the blue Continue button in the top righthand corner.

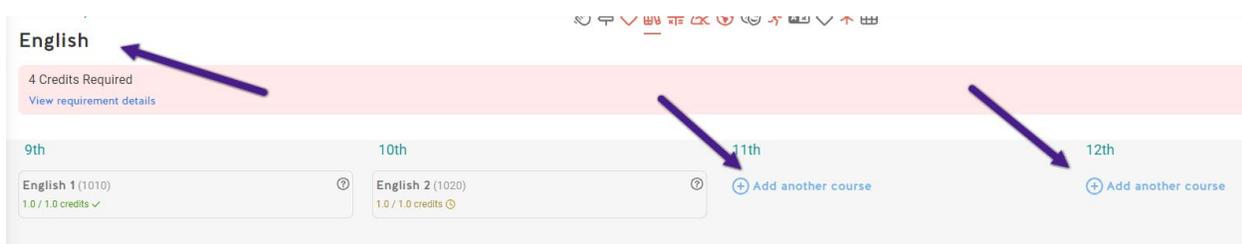


4. Selecting Courses

- The first screen you see will be your Endorsement screen.
 - If you chose the Multidisciplinary Four by Four Endorsement, the first page you'll see will be your English options.
- By clicking the Add another Course button, you will see elective options related to your Endorsement.



- The next page will have your English options. Put in your desired English classes for the remaining years.



- Click on the blue Continue on the top right corner to advance to the next subject.
- Advance through all requirements by following instructions and choosing courses.
- Choose your alternate courses. These are electives that the counselor will put into your schedule if one of your other courses does not work for you.
- Once you have completed all of the subjects and your alternate classes, you will be brought to the Course Summary.

5. Submitting Course Plan

On the Plan Summary page, you will see all of the courses you planned with requirement statuses.

- A green checkmark means the requirement is met.
- A red error means there is an error with a course or requirement.
- After you're done with the Course Plan, click on Submit Plan on the bottom right corner.

The screenshot displays the '2023 - 2024 Plan' summary page. At the top, it indicates the plan is 'NOT SUBMITTED'. The page is organized by grade level: 9th Grade (7/7), 10th Grade (7/7), 11th Grade (7/7), and 12th Grade (3/7). A 'Deadline: 2/29/2024' is shown. The page lists various subjects with their respective courses and requirement statuses:

- Health Science:** Anatomy and Physiology (1371) (1.0 / 1.0 credits), Principles of Health Science (5861) (1.0 / 1.0 credits), Health Sci Theory: World Health Theory (5873) (1.0 / 1.0 credits), Health Sci Theory: World Health Research (5874) (1.0 / 1.0 credits).
- English:** English 1 (1010) (1.0 / 1.0 credits ✓), English 2 (1020) (1.0 / 1.0 credits ⚠), English 3 (1030) (1.0 / 1.0 credits ⚠), English 4 (1040) (1.0 / 1.0 credits ⚠).
- Mathematics:** Algebra 1 (1210) (1.0 / 1.0 credits ✓), Geometry (1220) (1.0 / 1.0 credits ⚠), Algebra 2 (1230) (1.0 / 1.0 credits ⚠).
- Science:** Biology 1 (1310) (1.0 / 1.0 credits ✓), Chemistry 1 (1320) (1.0 / 1.0 credits ⚠).
- Social Studies:** World Geography (1410) (1.0 / 1.0 credits ✓), World History (1420) (1.0 / 1.0 credits ⚠), US History (1430) (1.0 / 1.0 credits ⚠).
- Fine Arts:** Varsity Dance 1 (3341) (1.0 / 1.0 credits ✓), Art 1 (2010) (1.0 / 1.0 credits ⚠), Principals Of Floral Design (5295) (1.0 / 1.0 credits ✓).

At the bottom, a summary shows 'Credits: 44/26 planned' and 'Requirements: 6/9 met'. A 'Submit plan' button is located in the bottom right corner, with a purple arrow pointing to it.

- If you have and errors, you either need to fix them or you can write a note in the box and then submit
 - For example, if you are only selecting classes for next year, you could type “I’m not sure about senior year classes yet.” In the box and then submit plan.

Address errors before submitting



Your course plan contains the following errors. What would you like to do?

⚠ Health Science: There is **1 error** that must be fixed or addressed.

⚠ Mathematics: There is **1 error** that must be fixed or addressed.

⚠ Social Studies: There is **1 error** that must be fixed or addressed.

⚠ Yearly Credits Not Reached:

You have not reached the minimum credits for grade 12 (7 credits)

Fix the errors... or submit it and explain the errors below:

💡 After submitting, you can still make changes until Thursday Feb 29.

Course Plan Notes

0/500 Characters

Cancel

Submit Plan