

This step-by-step guide will help you complete online course selection using the myBlueprint website. You will require the below information to get started. (If you have already set up your account, start at step 3.)

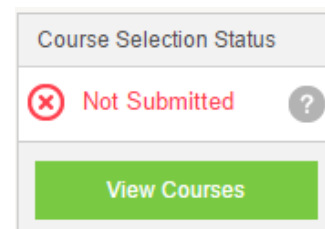
- Ontario Education Number (OEN) - This is available on Edsby under "Personal Information."
- Date of Birth (DOB)



- 1) VISIT www.myblueprint.ca
- 2) **CREATE AN ACCOUNT** – If you are a **New User**, enter your **Activation Key** ("HDCH") and click **Create Account**.

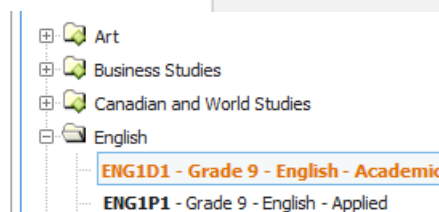
EXISTING USER? Enter your email and password and click **Login**.

- 3) **COURSE SELECTION** – From the Home screen, click on the **High School Planner**, which is the centre tile.



- 4) **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 to Plan** when you find the course you want.



- 5) **GRADUATION INDICATOR** – the **Graduation Indicator** will help you keep track of your progress. Click **View Progress** for a list of specific graduation requirements.
- 6) **REVIEW PLANS** – When you are ready to submit your course selections, click the green **Review Plan** button and give your course selection one final look-over.
*Note: The **Review Plan** button will only appear if course selection is **ENABLED** by your school. If there are issues with your plan, you will receive a warning via a pop up box.*
- 7) **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 Courses**.
HINT: You can use the comments section to explain any issues or questions to your guidance counsellor.
- 8) **PRINT SIGN –OFF SHEET**
Note: The sign-off sheet will show in another tab or window – if it doesn't show after you click the button, check the pop-up blocker settings for your web browser.

YOU'RE DONE! Print and return a signed copy of your **Course Selection Sign-Off Sheet** to your homeroom teacher by December 18, 2015.