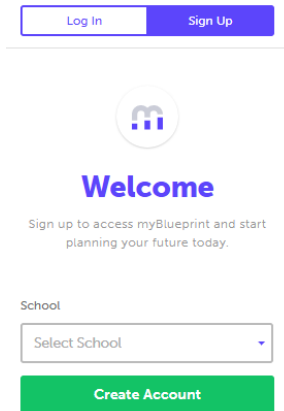


This step-by-step guide will help you complete online course selection using the myBlueprint website.

## □ NEW USER?

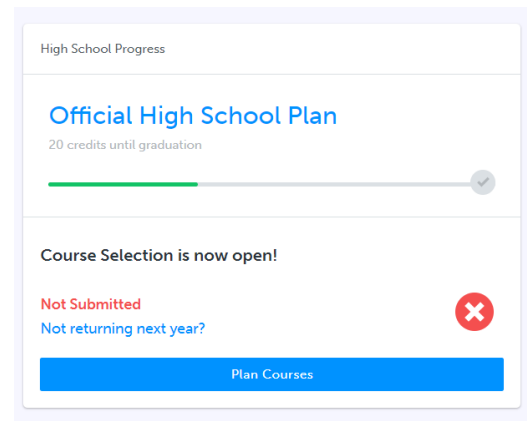
1. Visit [www.myBlueprint.ca/yrdsb](http://www.myBlueprint.ca/yrdsb)
2. Select **your school** from the drop down list.
3. Log in using the same username and password that you use for your GAPPS account.



## □ 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.

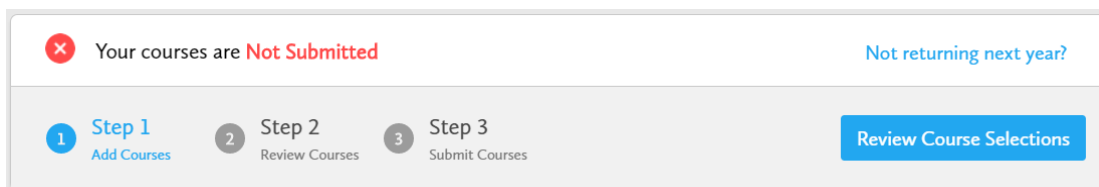
***HINT:** Clicking on **View or Plan Courses** will take you to your High School Planner - you can also access this by simply clicking on **High School** from the left hand navigation menu.*



### 1) ADD COURSES FOR NEXT YEAR


- In High School Planner, click on a course box (ex. English)
- All of the courses offered in that department will appear.
- For details about that course (course description, notes, prerequisites) click on the course name.
- Click **Add Course** when you have selected the course that you would like.
- For electives 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.*

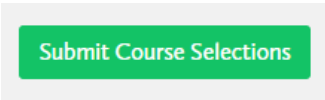


- 2) **REVIEW COURSES** – When you are ready to submit your course selections, click the blue **Review Course Selections** button and give your course selection one final look over.

### 1 Review Course Selections


	ENG1D1 English	No Issues
	MPM1D1 Principles of Mathematics	No Issues


- 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 **ILIP 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](#)

 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 ILIP teacher by February 19<sup>th</sup>, 2019.**

## 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

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**Official High School Plan**  
13 credits until graduation

Progress bar with a checkmark at the end.

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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](#)