

## Career Cruising Pathfinder - Instructions for Course Selection

The Career Cruising cc Pathfinder allows you to view and change your secondary school course plan. The courses you select are part of your **Individual Pathways Plan**. With help from your Guidance Department or teacher, this course plan will help you organize your courses to meet graduation requirements and career and post-secondary education goals.

How to access and select courses through the York Region District School Board website:

1. Go to: [www.yrdsb.edu.on.ca](http://www.yrdsb.edu.on.ca)

2. Scroll down the front page and click on:



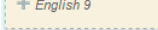
then click



3. LOGIN by entering your username and password. Instructions are on the login page. If you have changed your password and cannot remember it, the Guidance office can help.

4. To select courses, click on CHOOSE MY COURSES from the list of options on the left under the question, 'What do you want to do?'

- Your **course history** is visible (completed courses with marks and courses you are currently taking).
- The upcoming school year is highlighted in blue. These are your course selections for next year.
- Remember that this is part of your own **Individual Pathways Plan**, so you can select and remove courses as many times as you like until you **SUBMIT** your course selections for next year.

5. To choose a **COMPULSORY** course (pale yellow box), click on the  icon.

- You will be presented with a list of courses to choose from.
- Click on the course name to see the full description, advisor notes and pre-requisites for this course.
- **Pay close attention to the course level (Academic "D" vs. Applied "P", or in the senior grades U, M, or C)**
- To add a course, click **Add Course**. The course you have chosen will appear in your planner.
- Continue until you have selected all of your compulsory courses.

6. To choose an **ELECTIVE** course (white box), click on the  icon.

- You will have the option of selecting the course by Discipline and Keyword. You may also have the option to select by Cluster. Searching by Discipline is the default option. Click on the Select dropdown to search for an elective course.
- Once you have made a selection, you will be presented with a list of courses to choose from.
- Click on the course name to see the full description, advisor notes and pre-requisites for this course.
- To add a course, click **Add Course**. The course you have chosen will appear in your planner.
- Continue until you have selected all of your elective courses.



This blue symbol means there is an **Advisor Alert** you must read.



This red symbol means there is an **Issue** that you must read. You will not be able to submit your course requests if any of the courses have this red alert.

To submit your course selections, click:



To see all courses offered at the school, go to the icons on the top right hand side of page:



Click on the **second icon** – *Full Student Course Guide*

To **print a draft copy**, click on the **third icon** and print before you press 'submit' for your course selections.

To **print a final copy**, click on the **third icon** again after you press 'submit' for your course selections.

**Congratulations on completing your course selections!**