




INSTRUCTIONS FOR SOPHOMORE COURSE SELECTION

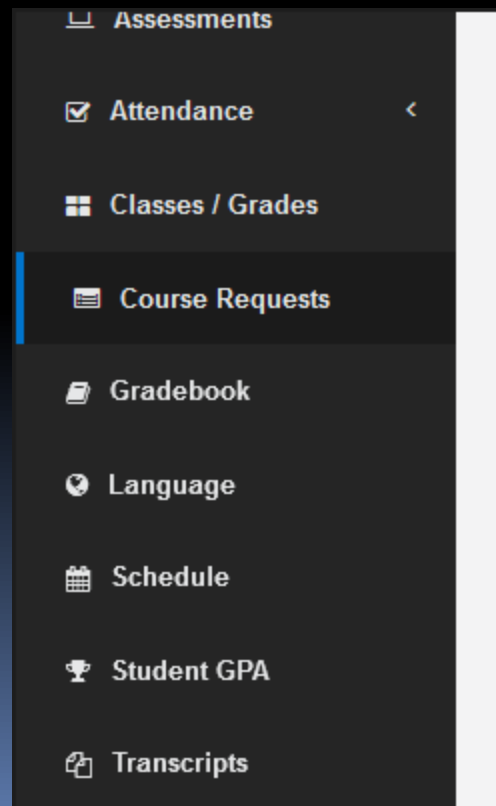


Access Illuminate

- Window is available April 27th – May 6th.
 - Go to Icer.org
 - Click AAE
 - Click on **Illuminate circle**
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Log into the program

- Click on course requests (under classes/grades)
- You should now see your Course Request form

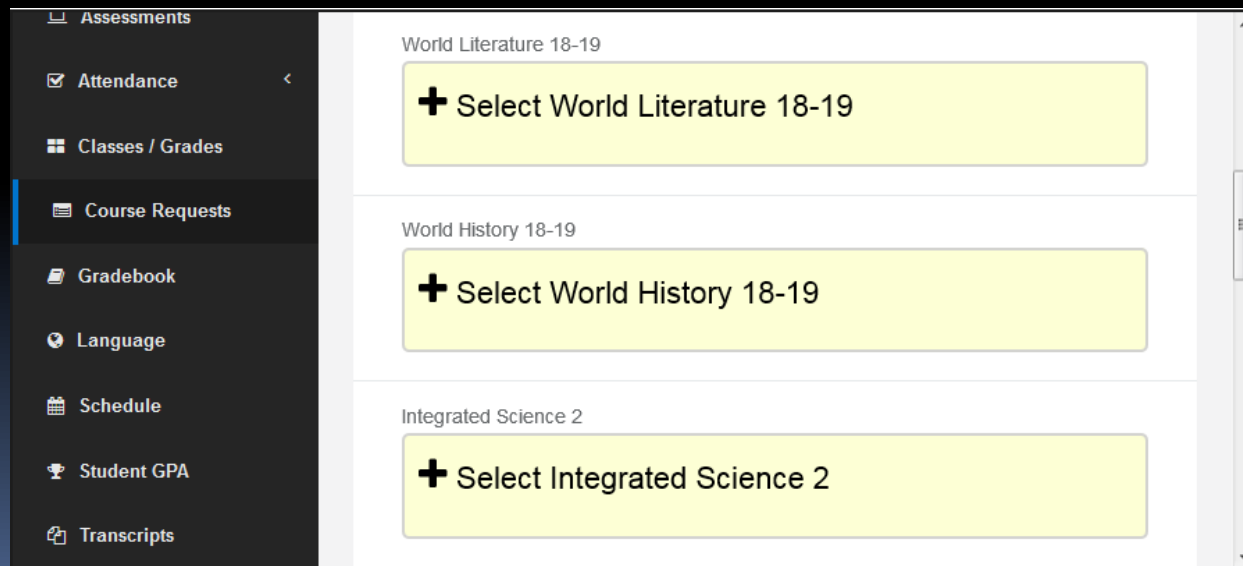


Problems with log-in?

- Contact AAE I.T.
 - Extension 435
 - help@lcer.org

Course Selection

- You will see Sophomore classes listed. Click on each subject area to add classes to your schedule



Click circle; Save change
Clear All Choices to start over

The image shows a screenshot of a web application interface. On the left is a dark sidebar menu with the following items: Assessments, Attendance, Classes / Grades, Course Reques, Gradebook, Language, Schedule, Student GPA, and Transcripts. The main content area is titled "World Literature 18-19". A white modal dialog box is centered on the screen with the title "Choose Course For World Literature 18-19" and a close button (x) in the top right corner. Inside the dialog, under the heading "Choice 1", there is a radio button next to the text "World Lit (71250)". At the bottom of the dialog, there are three buttons: "Clear All Choices" in red text, a grey "Close" button, and a blue "Save changes" button.

Choose course; save change

Choose Course For 10th Physical Education

Choice 1

- AFJROTC 2 (77321)
- AFJROTC 2H (77323)
- General PE (77120)
- Jazz Dance II (76520)
- Preselected (99997)

Assessments

Attendance

Classes / Grade

Course Reque

Gradebook

Language

Schedule

Student GPA

Transcripts



Friday Clubs

- Choose a first and second choice
 - Club catalog is available at:
lcer.org/counseling/catalogs



Assessments

Attendance

Classes / Grade

Course Reque

Gradebook

Language

Schedule

Student GPA

Transcripts

Choose Course For Club



Choice 1

- Art Club (79835-1)
- Astronomy Club (79835-29)
- Beauty of Math Club (79835-10)
- Chess Club (79835-16)
- Christian Club (79835-11)
- Comic Book Graphic Novel Club (79835-12)
- Cook Like a Chef Club (79835-18)
- Fashion Club (79835-25)
- Geography Explorers Club (79835-19)



Choice 2


- Art Club (79835-1)
- Astronomy Club (79835-29)
- Beauty of Math Club (79835-10)
- Chess Club (79835-16)
- Christian Club (79835-11)
- Comic Book Graphic Novel Club (79835-12)
- Cook Like a Chef Club (79835-18)
- Fashion Club (79835-25)
- Geography Explorers Club (79835-19)



Course Requests


Submit Course Request each time you are prompted to do so



The screenshot shows a web application interface with a dark sidebar on the left and a main content area on the right. The sidebar contains the following menu items: Assessments, Attendance, Classes / Grades, Course Requests (highlighted with a blue bar), Gradebook, Language, Schedule, Student GPA, and Transcripts. The main content area is titled 'Club' and features a large yellow button with a plus sign and the text '+ Select Club'. Below this button is a blue button labeled 'Submit Course Requests'. Underneath the submit button is a section titled 'Submitted Course Requests' which currently displays the word 'None'. A 'Privacy Policy' link is located in the bottom right corner of the main content area.


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- If you are in ASB, click “preselected” for the PE category. You will finish your PE requirement in grade 11.
 - Make sure you click on submit!
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- If a pre-selected course appears to be incorrect, first talk to your current teacher in that subject.
 - If your teacher agrees the placement is incorrect –
 - Complete a blue course change request form
 - Forms are available in “N” building office.
 - Return completed forms to “N” building office.
 - The final date to submit is: May 7th.

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- Choosing classes on the first day (April 27th) does not provide an advantage.
 - However, course selections must be completed by May 6th.

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- Take time to read the course catalog located on lcer.org/counseling/catalogs.
 - Check for pre-requisites and course requirements.
 - Choose carefully and wisely!
 - The next opportunity for changes will be in July 2018, when opportunities will be limited.

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- When selections are complete, CLICK SUBMIT and exit program
 - If you do not CLICK SUBMIT, your selection will not be saved or submitted.
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- Congratulations! You have completed your course selections for 2018-2019!