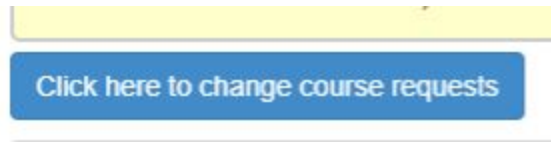
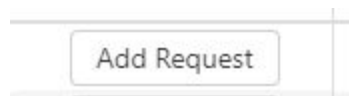


HOW TO SELECT YOUR CLASSES USING STUDENTVUE

1. Have your completed Course Selection Worksheet with you.
2. Go to StudentVUE and click on the **COURSE REQUEST** tab.
3. Click on the button that says **CLICK HERE TO CHANGE COURSE REQUESTS**.



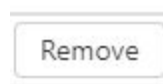
4. To find a class, you can use one of these methods:
 - Use the drop down menu labeled “Department” to find the class you want. For example, if you want to take Junior English, choose “English” in that drop down box; for Algebra choose “Math,” etc...,
 - OR**
 - Enter the 6-digit course number in the COURSE ID box.
5. Choose classes by clicking **ADD REQUEST** to the left of the class you want.



- Enter two numbers for year-long courses and one number for a semester course. For example:
 - Soph Eng I would be 010205 AND 010206
 - Gov’t is one semester so you would choose 050405 to request 1st semester and 050406 to request 2nd semester
 - Odd number courses are for first semester; even numbers are for second semester
 - Selections are preferences only. Some courses may need to be moved to a different semester.
6. The screen refreshes to show the class you just added.
 7. When you return to the course request summary you will only be able to see 15 of your 16 choices until you click on the 30 or the next page at the bottom of the list



8. Ignore comments in **RED**
9. If you need to remove a course already added, click the **REMOVE** button to the left of the class you no longer want.



10. Follow steps 4 & 5 until all of the classes you selected appear under your Selected Course Requests.

You should have 16 course requests