

# ONLINE COURSE REGISTRATION

Directions For Students

JANUARY 2015



Think. Learn. **Grow.**

[www.dmschools.org](http://www.dmschools.org)

# IC Log-in

- You must be able to log into your IC portal
  - Username: ID#@student.dmschools.org
  - Password: same as district log-in

If you cannot log in contact:

Ms. Johnson – Librarian

Mrs. Kneller, Mrs. Eustice – Office Staff

Mr. Kirby, Mrs. Andresen – Counseling Office

# STARTING THE PROCESS

KELLIE M HANLON SELECT A STUDENT

14-15 ~Training - Curriculum

Grade: 8TFF

KELLIE

Course Registration: 16-18 ~Training - Curriculum

Calendar

Schedule

Fees

School Choice

Reports

Lunch Balance

Family

Messages

Calendar

To Do List

User Account

Contact Preferences

Access Log

Sunday	Monday	Tuesday
	04	05
11	12	13
18	19	20
25	26	27

- Students log into their portal account
- When online course registration is open, there will be a Course Registration link for the 15-16 school year.
- To begin course selection, click on the Course Registration link.

# 1<sup>st</sup> STEP - COURSE SEARCH

**KELLIE**

Course Registration:  
15-16 ~Training -  
Curriculum

Calendar >

Schedule >

Fees >

School Choice >

Reports >

**Course Registration**

**KELLIE**      **15-16 ~Training - Curriculum**      **COURSE SEARCH**      PRINT REQUEST SUMMARY

Units: (0/20)

Required Courses

Requested Courses

Alternate Courses

- After clicking on the link, click on COURSE SEARCH to begin selecting courses.

# COURSE SEARCH OPTIONS

Planning - Curriculum | COURSE SEARCH | PRINT REQUEST SUMMARY

**Search By:**

Course Name

Course Number

Go

*Select a course to view*

**1314WLCHNS** Chinese

**ARTK5** K-5 Art Teachers

**ASL** Academic Support Lab

**CORE1GRP1** Grade 1 Group 1

**CORE1GRP2** Grade 1 Group 2

**CORE1GRP3** Grade 1 Group 3

**CORE1GRP4** Grade 1 Group 4

**CORE1GRP5** Grade 1 Group 5

**CORE2GRP1** Grade 2 Group 1

**CORE2GRP2** Grade 2 Group 2

**CORE2GRP3** Grade 2 Group 3

**CORE2GRP4** Grade 2 Group 4

**CORE2GRP5** Grade 2 Group 5

**CORE3GRP1** Grade 3 Group 1

**CORE3GRP2** Grade 3 Group 2

- Clicking the Go button with both search fields blank will get a list of ALL available courses offered at the school.
- Remember to use the scroll bar to navigate through the entire list.

# COURSE SEARCH BY NUMBER

## Course Registration

**KELLIE**    **15-16 ~Training - Curriculum**    COURSE SEARCH | PRINT REQUEST SUMMARY

Units: (0/20)

Required Courses

Requested Courses


Alternate Courses

**Search By:**

Course Name

Course Number

Select a course to view  
ELLGR1 ELL Group 1



- Must be an EXACT match to the course number. In this example, the course number is ELLGR I.
- If you search by just ELL in the course number box, the search results (Select a course to view) would be blank.

## Course Registration

**KELLIE**    **15-16 ~Training - Curriculum**    COURSE SEARCH | PRINT REQUEST SUMMARY

Units: (0/20)

Required Courses

Requested Courses


Alternate Courses

**Search By:**

Course Name

Course Number

Select a course to view



# COURSE SEARCH BY NAME

## Course Registration

KELLIE

15-16 ~Training - Curriculum

COURSE SEARCH | PRINT REQUEST SUMMARY

Units: (0/20)

Required Courses

Requested Courses

Alternate Courses

### Search By:

Course Name

Course Number

Go

Select a course to view

ELLGR1 ELL Group 1  
ELLSHSCIMTH ELL Sheltered Science and Math  
HSELLELA ELL ELA  
HSELLMTH ELL MTH HS  
MSELL ELL MS

- If you search by course name, you can search with part of the name. (i.e. – the course name is ELL Group 1, but only ELL was entered into the Course Name box)
- When searching for the exact course name, it will bring up only that course.

## Course Registration

KELLIE

15-16 ~Training - Curriculum

COURSE SEARCH | PRINT REQUEST SUMMARY

Units: (0/20)

Required Courses

Requested Courses

Alternate Courses

### Search By:

Course Name

Course Number

Go

Select a course to view

ELLGR1 ELL Group 1

# COURSE SELECTION

## Course Registration

**KELLIE**    **15-16 ~Training - Curriculum**    **COURSE SEARCH** | **PRINT REQUEST SUMMARY**

Units: (0/20)

**Required Courses**

**Requested Courses**

**Alternate Courses**

**Search By:**

Course Name

Course Number

**ELLGR1 ELL Group 1**

[PREREQUISITE: ELLGR2](#)

Offered: Spring  
.5 credit

Description of course will be detailed here.

Scheduling Units: 1

**COURSE LIST:**

- COREKGRP1 Kindergarten Group 1
- COREKGRP2 Kindergarten Group 2
- COREKGRP3 Kindergarten Group 3
- COREKGRP4 Kindergarten Group 4
- COREKGRP5 Kindergarten Group 5
- COUNK5 ES Counselors
- EC EC MTSS
- ELEMNURS Nurses - Elementary
- ELLGR1 ELL Group 1
- ELLSHSCIMTH ELL Sheltered Science and Math
- GTK5 Gifted & Talented - K-5
- HSADVSPAN Advanced Spanish
- HSART Art - High School
- HSCTEBUSACCT Business Accounting
- HSCTEBUSFIN Business: Finance
- HSCTEBUSMKT Business: Marketing

- Once a course is chosen from the search list, additional details will populate below the search fields.
- A course description, any prerequisites, information regarding credit and when the course is offered will be provided.



# COURSE SELECTION

## Course Registration

KELLIE 15-16 ~Training - Curriculum COURSE SEARCH | PRINT REQUEST SUMMARY

Units: (0/20)

Required Courses

Requested Courses

Alternate Courses

**Search By:**

Course Name

Course Number

*Select a course to view*

- 1314WLCHNS Chinese
- ARTK5 K-5 Art Teachers
- ASL Academic Support Lab
- CORE1GRP1 Grade 1 Group 1
- CORE1GRP2 Grade 1 Group 2
- CORE1GRP3 Grade 1 Group 3
- CORE1GRP4 Grade 1 Group 4
- CORE1GRP5 Grade 1 Group 5
- CORE2GRP1 Grade 2 Group 1
- CORE2GRP2 Grade 2 Group 2
- CORE2GRP3 Grade 2 Group 3
- CORE2GRP4 Grade 2 Group 4
- CORE2GRP5 Grade 2 Group 5
- CORE3GRP1 Grade 3 Group 1
- CORE3GRP2 Grade 3 Group 2

**1314WLCHNS Chinese**

**PREREQUISITE:** None

Offered: Fall  
.5 credit

Description of course will be listed here.

● **Course Already Taken** 2014-2015 Grade: STFF Term: 0 Score: A

Scheduling Units: 1

- If you select a course you have already taken, a warning notice will appear.
- Additionally, it will list the the year, grade, term, and score received for that course.

# ADDING REQUESTS

## Course Registration

**KELLIE**      **15-16 ~Training - Curriculum**

Units: (1/20)

Required Courses

Requested Courses

ELLGR1 ELL Group 1

Alternate Courses

- As you request a course, it will appear in the list to the left under the Requested Courses section.
- Continue to click on Course Search to choose each course individually until you have selected the appropriate number to fill your schedule.

# DROPPING REQUESTS

## Course Registration

KELLIE 15-16 ~Training - Curriculum COURSE SEARCH | PRINT REQUESTS

Units: (4/20)

Required Courses

Requested Courses

CORE3GRP2 Grade 3 Group 2

CORE5GRP2 Grade 5 Group 2

ELLGR1 ELL Group 1

HSMTHALG Algebra I

Alternate Courses

### ELLGR1 ELL Group 1

PREREQUISITE: ELLGR2

Offered: Spring

.5 credit

Description of course will be detailed here.

Scheduling Units: 1

Drop This Request

- If you need to drop a request during the initial selection of courses due to an error or request change, select the course from the list on the left and then click on the Drop This Request button.
- You can drop Requested and Alternate Courses. If there are courses listed in the Required Courses section that need to be changed, you will need to contact your <Counselor or Scheduler>

# ALTERNATE REQUESTS

## Course Registration

**KELLIE**      **15-16 ~Training - C**

Units: (6/20)

### Required Courses

### Requested Courses

HSLAENG2 English II

HSMTALG Algebra I

HSPE PE - High School

HSSCIPHYS Physics

MSHSVOMUS Vocal Music

SPCHDBT Speech and Debate

### Alternate Courses

1.) MSHSSTRNG Strings

2.) HSLAJOURN Journalism

- Select alternate courses if needed.
- These selections will help when meeting with school personnel regarding course availability.
- If all requested courses can be scheduled, the alternate course requests will be dropped by school personnel.

# FINAL STEPS

## Course Registration

KELLIE

15-16 ~Training - Curriculum

COURSE SEARCH

PRINT REQUEST SUMMARY

Units: (6/20)

### Required Courses

### Requested Courses

HSLAENG2 English II

HSMTHALG Algebra I

HSPE PE - High School

HSSCIPHYS Physics

MSHSVOMUS Vocal Music

SPCHDBT Speech and Debate

### Alternate Courses

1.) MSHSSTRNG Strings

2.) HSLAJOURN Journalism

3.) HSSCICHEM Chemistry

- Once you have completed your course selections, click on the print request summary button.
- If requested by your school, have your parents sign the document and return it to your <counselor or scheduler>

# SCHEDULE CONFIRMATION

## Course Registration

**KELLIE**      **15-16 ~Training - Curri**

Units: (6/20)

### Required Courses

HSLAENG2 English II

HSMTHALG Algebra I

HSPE PE - High School

### Requested Courses

HSSCIPHYS Physics

MSHSVOMUS Vocal Music

SPCHDBT Speech and Debate

### Alternate Courses

1.) MSHSSTRNG Strings

2.) HSLAJOURN Journalism

3.) HSSCICHEM Chemistry

- Once you have met with school personnel for course selection review and approval, your requests will be moved to the Required Courses section.
- As long as online course registration is open, you can review this in your campus portal account.

# Course Selection Sheets

Student: \_\_\_\_\_ Advisor: \_\_\_\_\_

Central Campus Course Selection Sheet Name \_\_\_\_\_  
 Career and Technical Institute 11<sup>th</sup> and 12<sup>th</sup> Grade

12 <sup>th</sup> Grade Course Request Sheet		Hoover 2015-2016	
<b>English (4.0 Credits) Central ____</b> LA403/404 World Literature LA529/530 College AP Literature & Composition		<b>Math (3.0 Credits) Central ____</b> MTH211/212 Geometry MTH311/312 Algebra II (Algebra I) MTH321 Intro to Statistics (Geometry & Attempted Algebra II) MTH413 Trigonometry (Algebra II) MTH401/402 Pre-Calculus (Algebra II) MTH409/410 Calculus (Pre-Calc) MTH501/502 AP Calculus (Pre-Calc) MTH551/552 AP Probability & Statistics (Algebra II)	
<b>Science (3.0 Credits) Central ____</b> SCI201/202 Environmental Science (Biology) SCI203/204 Biology SCI221/222 Principles of Biomedical Sciences (Biology) SCI301/302 Chemistry (Algebra II Co-Requisite) SCI321/322 Scientific Research (Biology Pre-Req, Chemistry Co-Req) SCI505/506 AP Chemistry SCI407/408 Physics (Algebra II) SCI503/519 College AP Physics (Calculus Co-Requisite) SCI517/518 AP Environmental Science (Biology, Chemistry)		<b>Social Studies (3.0 Credits) Central ____</b> SOC403 Economics SOC405 Government SOC501/502 AP US History SOC507/508 AP Government <b>Electives</b> SOC205 Psychology SOC209 Sociology SOC513/514 AP Psychology SOC519/520 AP Human Geography	
<b>Physical Education (1.0 Credits) Place a 2 and 3 next to alternate choices</b> PHY109 Yoga PHY110 Video Fitness PHY111 Basketball		PHY112 Soccer PHY114 Golf PHY115 Fitness Walking PHY120 High Intensity PE	PHY239 Swimming PHY103/104 People PE – Student Helper PHY331 Bowling \$70 per semester – must have own transportation

Academy	Class	Blocks	Prerequisites	Application/Orientation
Communication & Media	• Graphic Communication	1	2 Courses in: Art, Computer Applications, Journalism, Tech Ed	None
	• Broadcasting & Film	1-2	C or Better in Speech and English	Application & Orientation
	• Commercial Photography	1	2.5 GPA or a B in Art/Photography/Radio, TV, Film	None
Construction Careers	• Home Building	4	Woodworking Fundamentals	Orientation
	• Painting & Drywall	4	Technical Education Class	None
	• Computer Aided Drafting & Design	2	None	None
	• Welding	4	Technical Education Class	None
Education & Leadership	• JROTC	1	None	Application
	• Early Childhood Careers	4	2.0 GPA, Child Development	Application & Orientation
	• Teacher Academy	2	2.5 GPA	Application & Orientation
Environmental & Agricultural Science	• Animal Science & Horticulture	2	None	Application & Orientation
	• Marine Biology	2	2.5 GPA, C or better in Geometry, English and Biology	Orientation
	• Aquarium Science	2	2.5 GPA	None
	• Iowa Energy & Sustainability	2	None	None
	• Biotechnology in Agricultural Science	2	Animal Science & Horticulture or College Biotechnology	None
Family & Consumer Science	• Culinary Arts & Restaurant Management	3-4	2.0 GPA, Foods Class	Application & Orientation
	• Fashion Design & Merchandising	2	B in Sewing or Fashion	Application & Orientation
Health Careers	• Nurse Aide Specialist	2	2.5 GPA, Current Physical, Immunizations	Application & Orientation
	• Nurse Aide & Adv. Nurse Aide	2	2.0 GPA/2.5 GPA, Current Physical, Immunizations	Application & Orientation
	• Career Opportunities in Health	4	2.5 GPA	None
	• College Biotechnology	2	Biology (Prerequisite), Chemistry (Co-Requisite)	None
Technology & Systems	• College Anatomy & Physiology	1	Biology (Prerequisite), Chemistry (Co-Requisite)	None
	• Biological Engineering	2	PLTW	None
	• Engineering, Robotics, & Electronics	1	C or better in Algebra I	None
	• Computer Technology & Networking	2	B or Better in Computer Applications	None
	• Cisco	1	None	None
Transportation Careers	• Digital Electronics	1	Computer Class	None
	• Computer Science & Software Engineering	1	PLTW Course	None
	• Civil Engineering & Architecture	1	None	None
	• Comparative Neuroanatomy	1	None	None
World Languages	• Aviation Technology	4	Tech Ed Course	None
	• Automotive Collision & Repair	4	Tech Ed Course	Application
	• Automotive Technology	4	Tech Ed Course	None
World Languages	• Automotive Fundamentals	1	None	None
	• Chinese	None	None	None
	• French	None	None	None
	• German	None	None	None
	• Italian	None	None	None
	• Japanese	None	None	None

**Electives - Circle 4 Choices and Put an "A" Next to 4 Alternative Choices**

<b>Art</b> ART101/102 Intro 2D & 3D Art ART201/202 Drawing & Painting II (ART102) ART211/212 3D Design II (ART102) ART301/302 Draw & Painting III (ART202) ART311/312 3D Design III (ART212) ART401/402 Draw & Painting IV (ART302) ART403/404 Honors 2D Art (Teacher App) ART411/412 3D Design IV (ART312) ART501/502 AP Studio Art	<b>Family &amp; Consumer Sciences</b> FCS101 Personal Health & Development FCS103 Child Development FCS107 Nutrition & Food Prep I FCS109 Nutrition & Food Prep II (FCS107) FCS113 Sewing Technology I FCS205 Sewing Technology II (FCS113) FCS301 Adult Living FCS305 Advanced Sewing Tech II (FCS205) FCS405 Advanced Sewing Tech IV (FCS305) FCS406 Advanced Sewing Tech V (FCS405)	<b>Theatre Arts</b> LA129/130 Intro to Theatre Arts LA131/132 Play Production LA217/218 Theatre Arts (LA130) LA231/232 Play Production (LA132) LA329/330 Inter Theatre Arts (LA218) LA331/332 Play Production III (LA232) LA429/430 Advanced Theatre Arts (LA230) LA431/432 Adv. Play Production (LA332)
<b>Business</b> BUS105 General Business BUS111 Computer Applications BUS312 Marketing/Retail BUS523 College Per. Fin. Mgmt. BUS529 College Marketing/Sales BUS531 College Computer Apps II BUS533/534 College Accounting	<b>Journalism</b> LA213 Journalism LA221/222 Newspaper (LA213) LA223/224 Yearbook (LA213) LA321/322 Newspaper II (LA222) LA323/324 Yearbook II (LA224) LA421/422 Newspaper (LA322) LA423/424 Yearbook (LA324)	<b>Music</b> MUS101/102 Band MUS109/110 Jazz Combo (Teacher Approval) MUS121/122 Orchestra MUS139/140 Choir (All levels) MUSA173/174 Alternative Strings MUS207/208 Jazz I (Teacher Approval) MUS501/502 AP Music Theory
<b>English Electives</b> LA141 Modern Expression LA241 The Art of the Graphic Novel LA303 Creative Writing LA525/526 Col Creative Writing LA521 College Speech	<b>World Languages</b> WL111/112 Spanish I WL211/212 Spanish II (WL112) WL213/214 Heritage Spanish I WL311/312 Spanish III (WL212) WL317/318 Heritage Spanish II (WL214) WL515/516 AP Spanish IV (WL312 or 318)	<b>Industrial Arts/Tech</b> TEC203 3D Mechanical Design TEC205 3D Architectural Design TEC207/209 Metals I & II TEC211/213 Woodworking I & II TEC223/225 Graphic Design I TEC301 Advanced Woods (TEC213) TEC309 Advanced Metals (TEC209) TEC501/502 Intro Engineering Design (Aig.I) TEC503/504 Principles of Engineering (Aig.I)

# Central Campus

- Program Continuation
  - Central Counselors/Schedulers will contact Hoover
- New Requests
  - Done during 1 on 1 time with Hoover staff



# Graduation Requirements



## Graduation Requirements Class of 2014-2017



REQUIREMENTS	UNITS OF CREDIT
<b>Social Science</b> REQUIRED: US History, US Government, Economics or Microeconomics, and 1.0 additional credit in history	3.0
<b>English</b> REQUIRED: English I, II, and Eng III or AP Lang and Comp	4.0
<b>Mathematics</b> REQUIRED: Algebra I (or higher level math course)	3.0
<b>Science</b> HIGHLY RECOMMENDED: Biology, Chemistry, Physics	3.0
<b>Applied/Fine Arts</b>	1.5
<b>Physical Education</b> REQUIRED: At least 1 semester <u>each</u> year, CPR certification	1.0
<b>Electives</b>	7.5
<b>TOTAL</b>	<b>23</b>

# Regent Admission Index

- RAI Score
  - ACT (2 X Composite Score)
  - GPA (20 X GPA)
  - Class Percentile Rank (1 X Percentile Rank)
  - Core Courses (5 X Number of Core Courses)

A score of 245 will guarantee acceptance to a Regent University in Iowa.

# SCHEDULING PROCESS

For Building Personnel



Think. Learn. **Grow.**

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