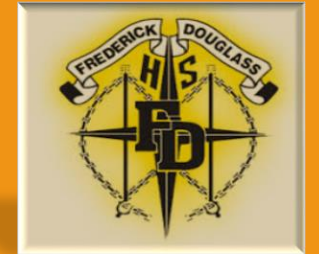


Student Course Registration

2019-2020 School Year



Dr. Ellis Duncan, Principal

What Have We Already Done?



- On April 17, 2019, students had an opportunity to see which academic courses their teachers recommended them to take next school year based on their performance levels in classes this year.
- Students also had an opportunity to choose, from a limited list, which CTAE, JROTC or Fine Arts Pathway courses they wanted to take next year as well.
- April 17-19, students' counselors were available during lunches to answer questions about course selections and advise students accordingly. Students were able to make changes and receive technical assistance as well.

What Will We Do Next?



- Counselors will review all students' transcripts to ensure that students are on-track to meet graduation and program requirements and make necessary changes to students course requests.
- Students will be advised whether or not they should do one or more of the following:
 - see a teacher to register for a special course or program
 - enroll in Honors or AP courses
 - apply for Dual Enrollment opportunities
 - attend the Summer Power Up program to make up credits
- Students will then be notified when course requests have been updated for their review.
- There will have been a total of at least two rounds of reviews and changes before the end of the school year.

How Do Students View their Course Requests?

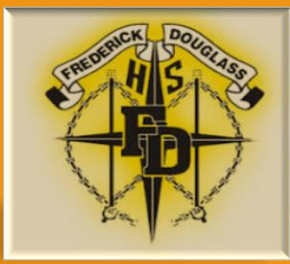


There are two ways for students to view/register for courses:

Infinite Campus through MyBackPack on a Computer

Infinite Campus App on a Mobile Device

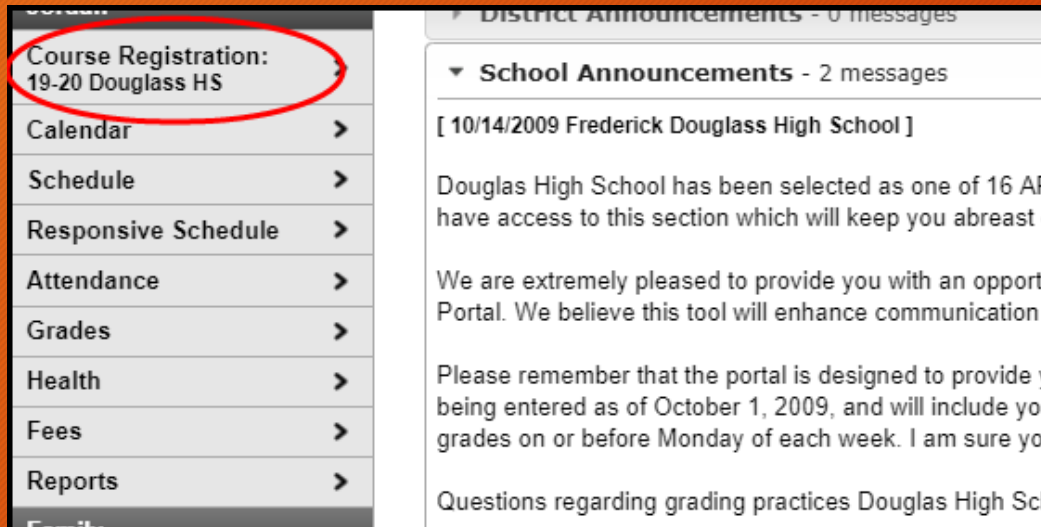
Using a Computer



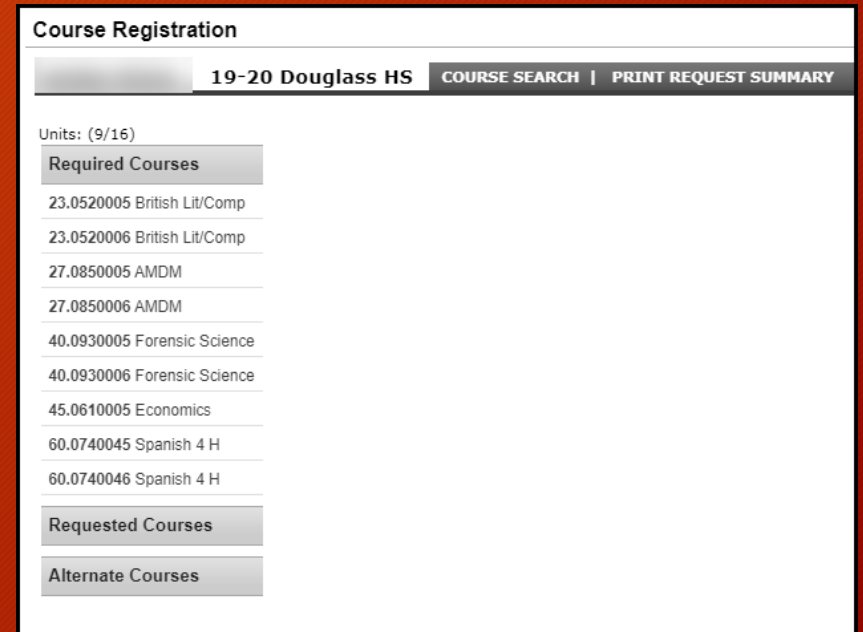
Viewing Course Requests on a Computer



1. Log into Infinite Campus through MyBackPack.
2. When you get to the screen below click on “Course Registration 19- 20 Douglass HS.”

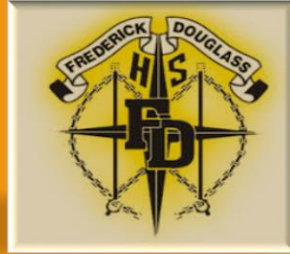


3. Next, you will see the courses that you are registered in for next school year.



Choosing Courses for Next School Year

IC - MyBackPack



4. Now click on “Course Search,” then “GO” to see the list of courses that are available to you. You will need to scroll to the bottom to see all courses.

The list of courses will look like the picture below:

19-20 Douglass HS **COURSE SEARCH** | PRINT REQUEST SUMMARY

Units: (9/16)

Required Courses

- 23.0520005 British Lit/Comp
- 23.0520006 British Lit/Comp
- 27.0850005 AMDM
- 27.0850006 AMDM
- 40.0930005 Forensic Science
- 40.0930006 Forensic Science
- 45.0610005 Economics
- 60.0740045 Spanish 4 H
- 60.0740046 Spanish 4 H

Requested Courses

Alternate Courses

Search By:

Course Name

Course Number

Go

19-20 Douglass HS **COURSE SEARCH** | PRINT REQUEST SUMMARY

Units: (9/16)

Required Courses

- 23.0520005 British Lit/Comp
- 23.0520006 British Lit/Comp
- 27.0850005 AMDM
- 27.0850006 AMDM
- 40.0930005 Forensic Science
- 40.0930006 Forensic Science
- 45.0610005 Economics
- 60.0740045 Spanish 4 H
- 60.0740046 Spanish 4 H

Requested Courses

Alternate Courses

Search By:

Course Name

Course Number

Go

Select a course to view

- 07.4413005 Intro Bus/Tech
- 07.4413006 Intro Bus/Tech
- 08.4740005 Marketing Prin
- 10.5181005 Audio-Video Tech & Film I
- 10.5181006 Audio-Video Tech & Film I
- 26.0150005 Genetics
- 26.0640005 Adv Genetics/DNA
- 26.0730005 Anatomy/Physi
- 26.0730006 Anatomy/Physi
- 28.0310005 JROTC Army I
- 28.0310006 JROTC Army I
- 35.0660005 SAT Prep Class
- 35.0660006 SAT Prep Class
- 36.0270005 Rec Games
- 40.0930005 Forensic Science
- 40.0930006 Forensic Science
- 45.0150005 Psychology
- 45.0310005 Sociology

Choosing Courses for Next School Year

IC - MyBackPack



5. To select a course, click on it.

6a. Then click on either “Request this Course” OR “Request as an Alternate.”

6b. If the course is listed twice, (because there are 2 different course numbers for one course in most cases), repeat this step until you have selected both courses.

Search By:

Course Name

Course Number

Select a course to view

- 07.4413005 Intro Bus/Tech
- 07.4413006 Intro Bus/Tech
- 08.4740005 Marketing Prin
- 10.5181005 Audio-Video Tech & Film I
- 10.5181006 Audio-Video Tech & Film I
- 26.0150005 Genetics
- 26.0640005 Adv Genetics/DNA
- 26.0730005 Anatomy/Physi
- 26.0730006 Anatomy/Physi
- 28.0310005 JROTC Army I
- 28.0310006 JROTC Army I
- 35.0660005 SAT Prep Class
- 35.0660006 SAT Prep Class
- 36.0270005 Rec Games
- 40.0930005 Forensic Science
- 40.0930006 Forensic Science
- 45.0150005 Psychology
- 45.0310005 Sociology

07.4413005 Intro Bus/Tech

- Quarter-CAREER/MOD LANG/FINE ART Credits: 0.500

Scheduling Units: 1

6c. Select enough courses to total 16 units.
Notice how courses are listed twice?

Units: (11/16)

Required Courses

- 23.0520005 British Lit/Comp
- 23.0520006 British Lit/Comp

6d. Choose at least 3 Alternate Courses. When you're done, your Registration Page should look like this:

Units: (16/16)

Required Courses

- 23.0520005 British Lit/Comp
- 23.0520006 British Lit/Comp
- 27.0720005 AP Calculus AB
- 27.0720006 AP Calculus AB
- 27.0780005 Calculus
- 27.0780006 Calculus
- 35.0660006 SAT Prep Class
- 40.0930005 Forensic Science
- 40.0930006 Forensic Science
- 45.0610005 Economics
- 60.0740045 Spanish 4 H
- 60.0740046 Spanish 4 H

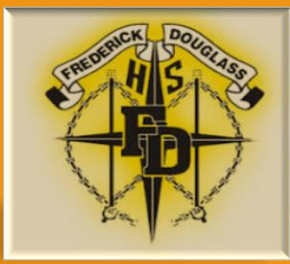
Requested Courses

- 07.4413005 Intro Bus/Tech
- 07.4413006 Intro Bus/Tech
- 28.0310005 JROTC Army I
- 28.0310006 JROTC Army I

Alternate Courses

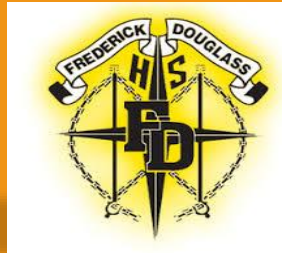
- 1.) 10.5181005 Audio-Video Tech & Film I
- 2.) 10.5181006 Audio-Video Tech & Film I
- 3.) 54.0241005 Beginning Women's Chorus I
- 4.) 54.0241006 Beginning Women's Chorus I

Using a Mobile Device

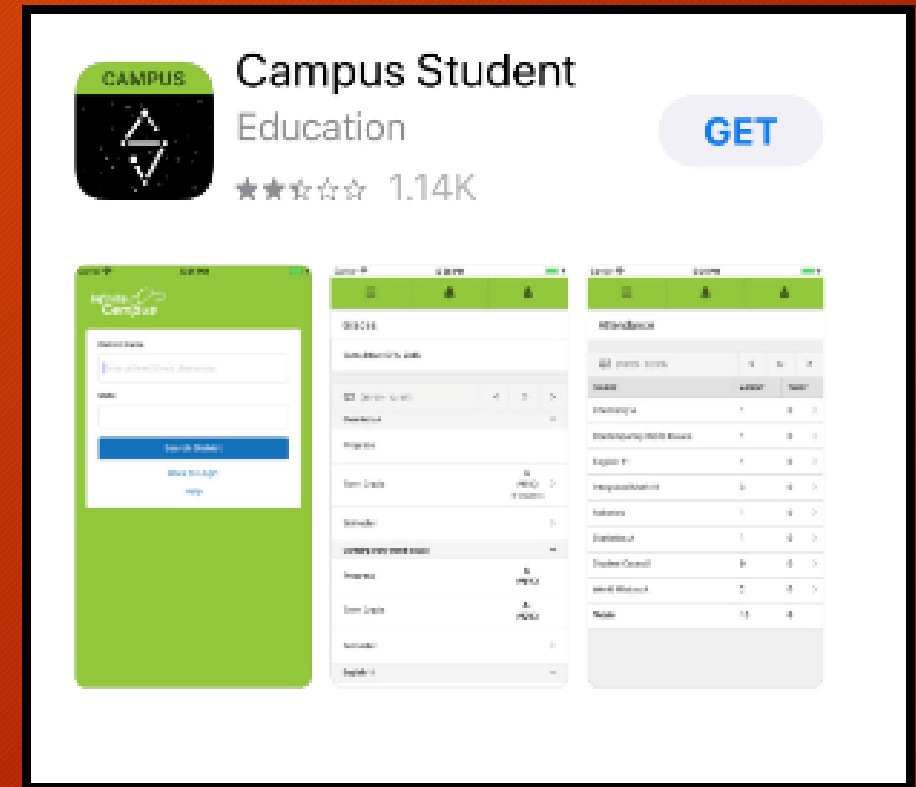


Choosing Courses for Next School Year

IC - Mobile Device

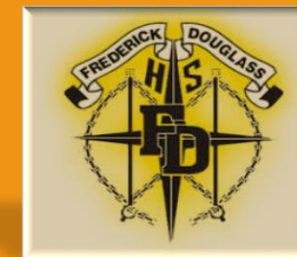


- You can also use the Infinite Campus App from your mobile device.
- If you haven't already, download the Infinite Campus App on your mobile device. Do it now, if you can.
- Look for “Campus Student.” It looks like this.

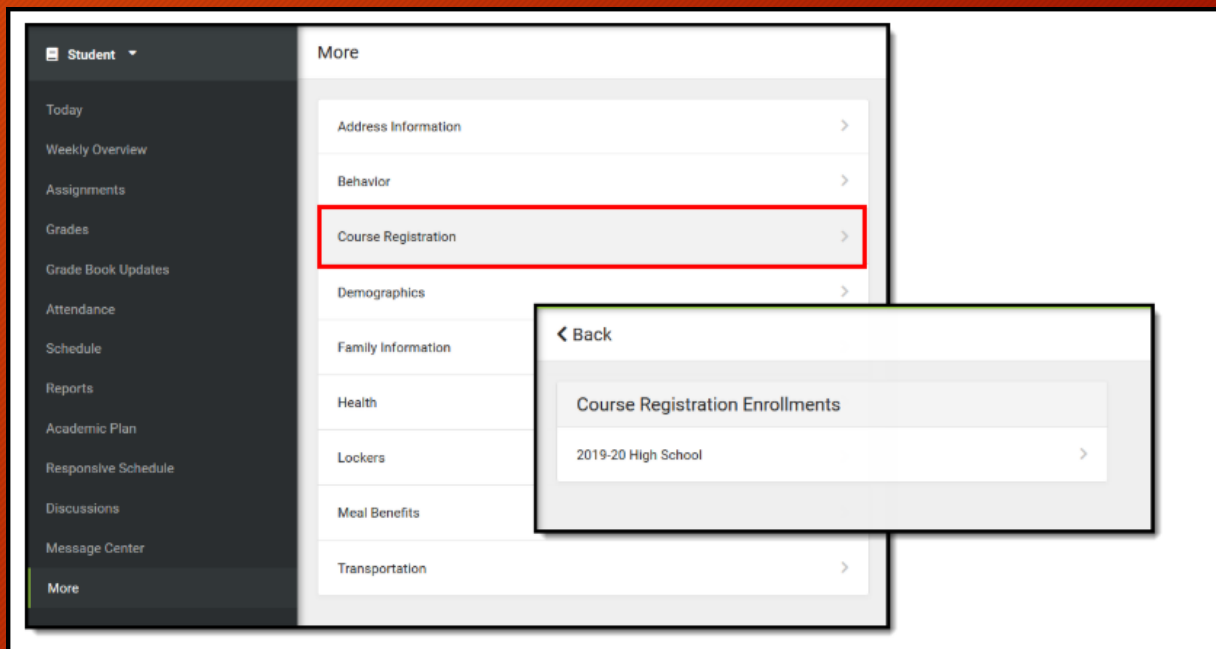


Choosing Courses for Next School Year

IC - Mobile Device



1. Once you're logged in, click on "More" at the bottom of the screen.
2. Next, click on "Course Registration."
3. Choose 2019-20 High School.



Choosing Courses for Next School Year

IC - Mobile Device



If no COURSE REQUESTS have been entered for you, you will see something that looks like the picture on the below.

This screenshot shows a mobile app interface for course requests. At the top, there is a "Back" button. Below it, a status bar indicates "Not started" in red text and "Units: 0/72" on the right. A progress bar is shown below this. The main section is titled "Course Requests" and contains the text "No course requests." at the bottom, followed by a blue "Add Course" button.

If some COURSE REQUESTS have been entered, a screen like the image below displays.

This screenshot shows a mobile app interface for course requests. At the top, there is a "Back" button. Below it, a status bar indicates "25% complete" in red text and "Units: 18/72" on the right. A progress bar is shown below this. The main section is titled "Course Requests" and contains a table with the following data:

COURSE NAME	UNITS
▼	REQUIRED
Advisory 0000	4
PSEO (Sem 1) 0091	2
Spanish Immersion 11 I 8054	2
Spanish Immersion 11 II 8055	2
Modern Chemistry 3701	2
Principles of Chemistry 3705	2
Algebra II 1 4010	2
Algebra II 2 4011	2

At the bottom of the screen, the text "Existing Course Requests" is visible.

Choosing Courses for Next School Year

IC - Mobile Device



4. To request a course:
 - a. Click the **Add Course** button. A list of courses available for selection displays.
 - b. Begin typing the name of the course in the **Search** field. Matching results display below the search field.
 - c. Select the desired **Course**.
 - d. Click the blue plus sign on the left.
 - e. In the popup message that displays, select **Request**, **Alternate** or **Cancel**.

< Back

33% complete Units: 24/72

Add Course

pai

ACTION	COURSE NAME	UNITS
+	Computer Maint & Repair I 9645	2
+	Draw & Painting II-III (Block) 7710	4
+	Draw & Painting Seminar 7846	2

Add Course x

Would you like to add this course as a Request or an Alternate?

Draw & Painting Seminar
7846

Request Alternate Cancel

Choosing Courses for Next School Year

IC - Mobile Device



Required, Requested and Alternate Courses

- Courses that your counselor/teachers added display as **Required**. Changes to these requests cannot be made (but you can discuss these choices with your counselor/teacher).
- Courses you requested display as **Requests**. These requests can be modified (changed to alternates, removed, etc.).
- Courses you requested as alternates display as **Alternates**. You can only request an alternate once you have 16 units. These requests can be modified (changed to requests, removed, etc.).
- Change a course request to an alternate by selecting it from your list of courses and clicking the **Convert to Alternate** button,
- Delete a request by clicking the red X from the Search Results or by selecting the course and clicking **Delete Request**.

Making an Informed Decision

Course Offerings by Program & Grade

[Click here](#) to download this document; it's also available in our school's Counseling Suite.



	FDHS Course Requirements	Grade 9		Grade 10		Grade 11	Grade 12		
1	English 4	9 th Lit/Comp		World Lit		Am Lit/Comp	British Lit		
		9 th Lit/Comp Honors		World Lit Honors		AP Language	AP Literature		
2	Math 4	Algebra I		Geometry		Algebra II	Adv Math Decision Making Pre-Cal		
		Algebra I H		Geometry H & Algebra II H		Pre-Cal H	Calculus & AP Calculus		
3	Science 4	Environmental Science		Biology		Physical Science Chemistry Physics	Forensics Genetics/Adv Genetics Human Anatomy Physics		
		Biology Honors		Chemistry Honors		Physics H	Env Sci H & AP Env Sci		
4	Social Studies 4	American Government	^HS Transition/ SEL	World History		US History	Personal Financial Literacy	Economics	
		AP Government (FY)		AP World History		AP US History	Psychology	Sociology	
5	World Language 2	French/Spanish I		French/Spanish I French/Spanish II/H		French/Spanish II French/Spanish III/H	French/Spanish III French/Spanish IV H		
		Communications Skills							
6	Health & Physical Education*	Health	Personal Fitness	Rec Games	Phys. Cond.	^Tools for College Success II	OPEN		
				^Tools for College Success I					
7	Required STEM Pathway	Found. of Engineering		Engineering Concepts		Engineering Applications	Research, Design, and Project Management		
	STEAM Pathways	Theatre Arts I Intro to Digital Tech Beg. Music Technology		Theatre Arts II AP Comp Sci Prins Int. Music Tech		Theatre Arts III AP Comp Sci A Adv. Music Tech	Theatre Arts IV Python Mastery Music Tech		
	3DE Pathway	Intro to Business Tech		Legal Env. Business		Entrepreneurship	WBL		
				Financial Literacy		Banking			
	Career/Fine Arts Pathways	AVT & Film I Intro to Business Tech Marketing Principles Visual Arts I Beg. Mens'/Womens' Chorus Beginning Band		AVT & Film II Legal/Business HRT Essentials Art/Draw/Paint I/Sculpture I Int. Mens'/Womens' Chorus Int. Band		AVT & Film III Entrepreneurship HRT Management Art/Draw/Paint II Adv. Mixed Chorus I Adv. Band I	WBL AP Drawing Adv Mixed Chorus II Adv. Band II		
		Leadership Pathway	JROTC I		JROTC II		JROTC III	JROTC IV	
8	Remediation/Enrichment	Foundations of Algebra		Geometry Support		Dual Enrollment	Dual Enrollment		
				AP Seminar		AP Seminar			

What Else Should I Know about the Course Registration Process?



- Each student must have 16 units.
- Students should choose at least 3 alternate courses; students can only choose alternates once they have 16 units as REQUESTS FIRST.
- Only a few elective or pathway courses are available for students to self-select from the portal. All other courses must be selected by speaking with either a teacher or a counselor.
- Students who are up to the challenge of academically rigorous courses but weren't recommended for such may submit a Course Request Waiver Form [\(Click here to download the form\)](#) or Pick one up from the Counseling Suite.
- Since students can see their Course Requests via the Student Portal in Infinite Campus, and since we will give families at least two opportunities to review them and to make changes, there will be NO SCHEDULE CHANGES in the fall!

Who Should I Contact if I'm Interested in...?



Program of Study	Educator	Email Address
3DE	Ms. Greenlee	aisha.greenlee@3deschools.org
Advanced Placement	Ms. Ashford Ms. Turner-Smith	Carolyn.Ashford@atlanta.k12.ga.us cturnersmith@atlanta.k12.ga.us
Dual Enrollment	Dr. Neely	sneely@atlanta.k12.ga.us
Fine Arts Pathways	Dr. Jones	marjones@atlanta.k12.ga.us
JROTC	Col. Robinson	Eric.Robinson@atlanta.k12.ga.us
STEAM	Dr. Franklin-Jones	sfjones@atlanta.k12.ga.us
Work-Based Learning/ Career Pathways	Ms. Fulton	tfulton@atlanta.k12.ga.us

What's Next?



- Students may continue to make selections via the portal until May 1, 2019.
- All selections are visible via the Student Portal in Infinite Campus throughout the registration process.
- Students will receive a Final Course Request Verifications during class on May 15th.
- Counselors will be available during lunches May 15-17 to advise students accordingly.
- Counselors will be available by appointment thereafter.

If you have questions...



- about your transcript, course selections, etc., see your Counselor.
 - Cohort 2020, Ms. Taylor
 - Cohort 2021, Ms. Thompson
 - Cohort 2022, Dr. Neely
- about the scheduling process, see Ms. Brown, the Assistant Principal (across from the Clinic).
- and remember...

GOOOOOOOO ASTROS!

