



GCIS and the BRIDGE Advisement Checklist Activities

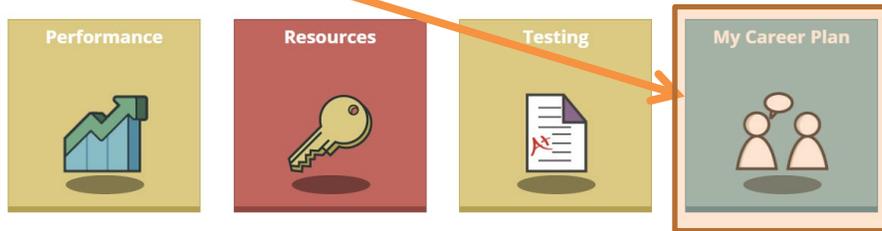
9th Grade (Task 10:9-2): Course Planner (Individual Graduation Plan) using a Pathway

- **WHAT:** This handout offers step-by-step instructions on completing your Individual Graduation Plan (IGP) using the Georgia Career Information System (GCIS).
- **WHY:** It helps you gain awareness and plan for each high school course you must complete to successfully graduate in the state of Georgia.
- **HOW:** With the handout, you can view easy-to-follow steps and screenshots used to design your required IGP. You will learn about and better understand the general high school course titles. When you get to high school, you can redesign the IGP with detailed course titles.
- **WHEN:** Don't delay, complete this task today. Once you complete your IGP, be sure to review it with your counselor/teacher and share it with your parent/guardian each year.

Let's Get Started

How Do I Complete My Individual Graduation Plan (IGP) in GCIS?

1. Log into your student portal provided by your school district.
2. Click on **SLDS Portal** on your dashboard. (The link name may vary depending on your SIS.)
3. Click the **My Career Plan** image. [This button will take you to the Georgia Career Information System (GCIS)].



4. Click **Graduation Plan/IGP** to add, modify, or delete courses for your **Individual Graduation Plan (IGP)**.



Effective: October 2019

5. Click **Complete your Graduation Plan**.



Graduation Plan



Graduation Plan Status: **Not Started**

You have not added any course information in IGP.

Complete your Graduation Plan

Create Your Course Planner (Individual Graduation Plan) using a Pathway

COURSE PLANNER (INDIVIDUAL GRADUATION PLAN)

You can create an Individual Graduation Plan to map out your courses during your four years of high school and beyond. If you need some help, you can view and print the [Georgia Department of Education's Graduation Requirements](#).
 Home Page for North GA Tech College

Choose which year of study you would like to plan. High School Years **6**

Pathway 4-Year Individual Graduation *** Add to Course Plan **7**

8

High School Years

9th Grade / School Year Select

Subject	Course Title	Term	Req.	Credits	Course #
English/Language Ar	9th Gr Literature & Comp	All Year	Required	1.0	

10th Grade / School Year Select

Subject	Course Title	Term	Req.	Credits	Course #	Grade	Note
English/Language Ar	10th Gr Literature/Composition	All Year	Required	1.0			X
							X
							X

11th Grade / School Year Select

Subject	Course Title	Term	Req.	Credits	Course #	Grade	Note
English/Language Ar	11th Gr American Literature & Comp	All Year		1.0			X
							X
							X

12th Grade / School Year Select

Subject	Course Title	Term	Req.	Credits	Course #	Grade	Note
English/Language Ar	12th Grade Literature (Req.)	All Year		1.0			X
							X
							X

6. Choose the year(s) of study you wish to plan using the dropdown menu.
 7. Select one of the options in the **Pathway** dropdown menu.
 8. Click **Add to Course Plan**. (A second window will appear.)
- Note: If the second window does not appear, this means you have a pop-up blocker that prevents you from seeing it. Please allow the pop-up window for GCIS. Then, repeat steps 6 through 8.*

**** This example highlights a pre-built pathway called "4-Year Individual Graduation Plan". Your school may have additional options you can select in the dropdown menu. ****

Pathway Requirements Summary

Requirements Summary for: 4-Year Individual Graduation Plan

School Year	Requirements
9th Grade	9th Grade Requirements
10th Grade	10th Grade Requirements
11th Grade	11th Grade Requirements
12th Grade	12th Grade Requirements

Apply to Year:

9th Grade
 10th Grade
 11th Grade
 12th Grade

Add
 Replace all courses in selected school years (existing courses with grades will not be overwritten)
 Replace all courses for school years up to grade 12 (existing courses with grades will not be overwritten)

OK Cancel

Course List for: 4-Year Individual Graduation Plan

9th Grade

Subject	Course Title	Note	Term
English/Language Arts	09th Grade English/Language Arts		Awaiting
Mathematics	09th Grade Math		Awaiting
Science	09th Grade Science		Awaiting
Social Studies	09th Grade Social Studies		Awaiting
Health and PE	Physical Education		Awaiting
Health and PE	Health		Awaiting
Electives	Elective Course 1		Awaiting

10th Grade

Subject	Course Title	Note	Term
English/Language Arts	10th Grade English/Language Arts		Awaiting
Other	CTAE and/or Modern Language/Latin and/or Fine Arts		Awaiting
Electives	Elective Course 2		Awaiting
Mathematics	10th Grade Math		Awaiting
Science	10th Grade Science		Awaiting
Social Studies	10th Grade Social Studies		Awaiting

11th Grade

Subject	Course Title	Note	Term
English/Language Arts	11th Grade English/Language Arts		Awaiting
Mathematics	11th Grade Math		Awaiting
Other	CTAE and/or Modern Language/Latin and/or Fine Arts		Awaiting
Science	11th Grade Science		Awaiting
Electives	Elective Course 3		Awaiting
Social Studies	11th Grade Social Studies		Awaiting

12th Grade

Subject	Course Title	Note	Term
Science	12th Grade Science		Awaiting
Electives	Elective Course 4		Awaiting
English/Language Arts	12th Grade English/Language Arts		Awaiting
Mathematics	12th Grade Math		Awaiting
Other	CTAE and/or Modern Language/Latin and/or Fine Arts		Awaiting

9. Summary of each grade level included in pathway and the requirements student should complete.

10. Choose the school years you want to add to your Course Planner (Individual Graduation Plan).

11. Select how you would like the pathway courses to display in your Course Planner (Individual Graduation Plan).

a. Add
 b. Replace all courses in selected school years (existing courses with grades will not be overwritten)
 c. Replace all courses for school years up to grade 12 (existing courses with grades will not be overwritten)

12. Click **OK** to accept the courses or **Cancel** to decline.

13. View your courses.

Pathway Results

The following courses will appear as your high school **Course Planner/IGP**.

COURSE PLANNER (INDIVIDUAL GRADUATION PLAN)

[? Help & Tutorials](#) [Print](#)

You can create an Individual Graduation Plan to map out your courses during your four years of high school and beyond. If you need some help, you can view and print the [Georgia Department of Education's Graduation Requirements](#).

[Georgia Aquarium - SEA you there!](#)

Choose which year of study you would like to plan. High School Years

Pathway 4-Year Individual Graduation Plan Add to Course Plan

Requirements Summary for: 4-Year Individual Graduation Plan

School Year	Requirements
9th Grade	9th Grade Requirements
10th Grade	10th Grade Requirements
11th Grade	11th Grade Requirements
12th Grade	12th Grade Requirements

High School Years

9th Grade / School Year

Save Information

Subject	Course Title	Term	Req.	Credits	Course #	Grade	Note
English/Language Arts	09th Grade English/Language Arts	+	Awaiting	1.0			×
Mathematics	09th Grade Math	+	Awaiting	1.0			×
Science	09th Grade Science	+	Awaiting	1.0			×
Social Studies	09th Grade Social Studies	+	Awaiting	1.0			×
Health and PE	Health	+	Awaiting	0.5			×
Health and PE	Physical Education	+	Awaiting	0.5			×
Electives	Elective Course 1	+	Awaiting	1.0			×
		+					×
		+					×

Add More Courses
Save Information

10th Grade / School Year

Save Information

Subject	Course Title	Term	Req.	Credits	Course #	Grade	Note
English/Language Arts	10th Grade English/Language Arts	+	Awaiting	1.0			×
Mathematics	10th Grade Math	+	Awaiting	1.0			×
Science	10th Grade Science	+	Awaiting	1.0			×
Social Studies	10th Grade Social Studies	+	Awaiting	1.0			×
Electives	Elective Course 2	+	Awaiting	1.0			×
Other	CTAE and/or Modern Language/Latin	+	Awaiting	1.0			×
		+					×
		+					×

Add More Courses
Save Information

11th Grade / School Year

Save Information

Subject	Course Title	Term	Req.	Credits	Course #	Grade	Note
English/Language Arts	11th Grade English/Language Arts	+	Awaiting	1.0			×
Mathematics	11th Grade Math	+	Awaiting	1.0			×
Science	11th Grade Science	+	Awaiting	1.0			×
Social Studies	11th Grade Social Studies	+	Awaiting	1.0			×
Electives	Elective Course 3	+	Awaiting	1.0			×
Other	CTAE and/or Modern Language/Latin	+	Awaiting	1.0			×
		+					×
		+					×

Add More Courses
Save Information

12th Grade / School Year

Save Information

Subject	Course Title	Term	Req.	Credits	Course #	Grade	Note
English/Language Arts	12th Grade English/Language Arts	+	Awaiting	1.0			×
Mathematics	12th Grade Math	+	Awaiting	1.0			×
Science	12th Grade Science	+	Awaiting	1.0			×
Electives	Elective Course 4	+	Awaiting	1.0			×
Other	CTAE and/or Modern Language/Latin	+	Awaiting	1.0			×
		+					×
		+					×

Add More Courses
Save Information

14. Click **Save Information**.



Congratulations! You completed this activity. 😊

