



# Course Selection Steps for Students 2020/2021

Choosing, Reviewing, and Submitting your courses on myBlueprint

## Contact Us

[www.myBlueprint.ca](http://www.myBlueprint.ca)

[support@myBlueprint.ca](mailto:support@myBlueprint.ca)

1-888-901-5505



Existing users log into [www.myBlueprint.ca](http://www.myBlueprint.ca)

New users will create an account at

[www.myBlueprint.ca/hcdsb](http://www.myBlueprint.ca/hcdsb)

select your high school from a drop down menu  
then, follow the steps on the next slide.

## Enter your Provincial Education Number (OEN, ASN) and Date of Birth

**Note: This 9-digit number can be found on your report card**

Just need a bit more information

Fill out the fields below

Ontario Education Number (OEN)



Birthdate

Month



Day

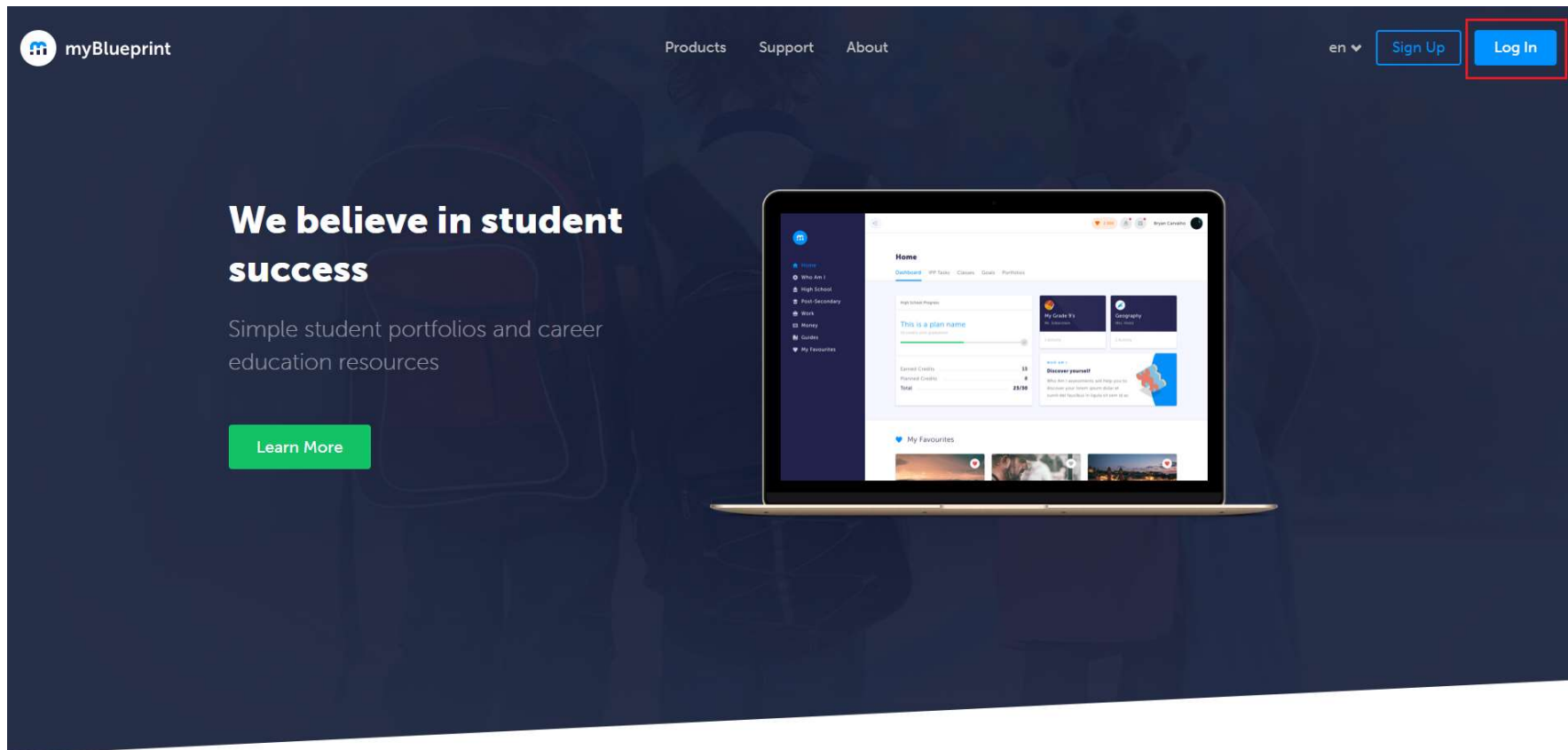


Year



Continue

# STEP 1: Login to your myBlueprint account via The **Log In** button



The screenshot shows the myBlueprint website interface. In the top right corner, there are two buttons: 'Sign Up' and 'Log In'. The 'Log In' button is highlighted with a red rectangular border. The main content area features the text 'We believe in student success' and 'Simple student portfolios and career education resources', with a green 'Learn More' button below it. A laptop in the center displays the user's dashboard, which includes sections for 'My Grades', 'My Credits', and 'My Favourites'.

## STEP 2: From the Dashboard, click on **Plan Courses**

**Home**

[Dashboard](#) [Tasks](#) [Classes](#) [Goals](#) [Portfolios](#)

### Complete your IPP Tasks

16%

Individual Pathways Plan (IPP) Tasks help you plan your education and career while earning points for prize draws.

[View All Tasks](#) [Show Prizes](#)

High School • Plan

### Plan Courses to Graduation

100 points

High School Progress

### Official High School Plan

13 credits until graduation

Course Selection is now open!


**Not Submitted**

[Plan Courses](#)

### COMPATIBILITY SURVEYS

### Find your match

Take a Who Am I Compatibility survey to find your perfect occupation fit based on real-world job tasks



# STEP 3: Add courses to your High School Plan.

Click on **+ Course** to select from courses at your school.

**High School**
Course Selection Resources

Plan Courses
View Plans

✖ Your courses are **Not Submitted**
Not returning next year?

1 Step 1  
Add Courses

2 Step 2  
Review Courses

3 Step 3  
Submit Courses

Review Course Selections

Grade 9 Next Year	Grade 10 Plan Ahead	Grade 11 Plan Ahead	Grade 12 Plan Ahead	+
+ English	+ English	+ English	+ English	
+ Mathematics	+ Mathematics	+ Mathematics	+ Course	
+ Science	+ Science	+ Course	+ Course	
+ Geography	+ History	+ Course	+ Course	
+ Course	+ Career Studies/Civics	+ Course	+ Course	
+ Course	+ Course	+ Course	+ Course	

Graduation Indicator

0/30

REQUIRED CREDITS

0  
Planned

0  
Earned

0  
Total

View Progress

Pathway Eligibility

Last Updated  
Oct. 22, 2020, 5:29 p.m.

↻ Refresh Eligibility

Apprenticeship	1
College	0

# STEP 4: Click on **Review Course Selections** to review your chosen courses

Official High School Plan

✖ Your courses are **Not Submitted** Not returning next year?

1 Step 1 Add Courses   
 2 Step 2 Review Courses   
 3 Step 3 Submit Courses   
 Review Course Selections

Grade 9 Current Year	Grade 10 Next Year	Grade 11 Plan Ahead	Grade 12 Plan Ahead	
English ENG4U1 • 1 Credit	<input type="radio"/> English	<input type="radio"/> English	<input type="radio"/> English	+
Advanced Functions MHF4U1 • 1 Credit	<input type="radio"/> Mathematics	<input type="radio"/> Mathematics	<input type="radio"/> Course	
Canadian and International L... CLN4U1 • 1 Credit	<input type="radio"/> Science	<input type="radio"/> Course	<input type="radio"/> Course	
Personal and Fitness Activiti... PAF4O1 • 1 Credit	<input type="radio"/> History	<input type="radio"/> Course	<input type="radio"/> Course	
Nutrition and Health HFA4U1 • 1 Credit	<input type="radio"/> Course	<input type="radio"/> Course	<input type="radio"/> Course	
Recreation and Fitness Lead... PLF4M1 • 1 Credit	<input type="radio"/> Course	<input type="radio"/> Course	<input type="radio"/> Course	
Communications Technolog...	<input type="radio"/> Course	<input type="radio"/> Course	<input type="radio"/> Course	

# STEP 5: Click **Submit Course Selections** to submit courses to your school

## Review Courses

1 Review your course selections before submitting. Once submitted, you can no longer make changes in myBlueprint.

1 Step 1 Add Courses   2 Step 2 Review Courses   3 Step 3 Submit Courses   **Submit Course Selections**

1 Review Course Selections   2 Add Comments

✓ ENG2D1 English	<input type="text" value="Add comments you would like to include"/>
✓ MPM2D1 Principles of Mathematics	
✓ SNC2D1 Science	
✓ CHC2D1 Canadian History Since World War 1	
✓ AVI2O1 Visual Arts	
✓ COP1BS Coop sem 1 per B single credit	
✓ CIVCAR Civics and Careers	

Alternates


✓ BBI2O1 Introduction to Business
✓ FSF2D1 Core French

1 Step 1 Add Courses   2 Step 2 Review Courses   3 Step 3 Submit Courses   **Submit Course Selections**



## STEP 6: Click **Send Approval Email**


### Submission Details

 Email your parent/guardian so that they may confirm your selections

**1** Step 1  
Add Courses

**2** Step 2  
Review Courses

**3** Step 3  
Submit Courses

**Send Approval Email** 

### Success

Your course selections have been submitted to your Counsellor for review. Please print the Sign-Off Sheet and return the signed copy to your school.

**Note:** Speak to your Counsellor to discuss any changes that you wish to make to your Course Selections

[Back to High School](#)

# STEP 7: Optionally print your **Sign-Off Sheet**



## Course Selection Sign Off Sheet

Page 1 of 2

STUDENT LAST14, FIRST14 (18+)	OEN 00001014	SCHOOL Demo High School 1
EMAIL DEMOEMAIL55@DEMO.COM	GRADE 9	

### Courses Selected (8)

CODE	COURSE	TYPE	CREDIT	REQUIREMENT	ISSUES
ENG2D1	English	D	1	Eng	
MFM2P1	Foundations of Mathematics	P	1	Math	
SNC2D1	Science	D	1	Sci	
CHC2P1	Canadian History in the 20th century	P	1	His	
PPL2OM	Healthy Active Living Education	O	1	Grp2	
HIF2O1	Exploring Family Studies	O	1	Grp1	
CHV2O1	Civics and Citizenship	O	0.5	Civ	
GLC2O1	Career Studies	O	0.5	Car	
ICS2O1	Introduction to Computer Studies	O	1	Elec.	

### Alternate Courses Selected (2)

TCJ2O1	Construction Technology	O	1		
ADA2O1	Drama	O	1		

### Ontario Secondary School Diploma Status

	ENG	FRE	MATH	SCI	ART	PE	CIV	CAR	HIS	GEO	GRP1	GRP2	GRP3	COMP.	ELEC.	TOTAL
EARNED	0/4	0/1	0/3	0/2	0/1	0/1	0/5	0/5	0/1	0/1	0/1	0/1	0/1	0/18	0/12	0/30
ON TRACK*	2/4	1/1	2/3	2/2	0/1	1/1	.5/.5	.5/.5	1/1	1/1	1/1	1/1	1/1	14/18	2/12	16/30

\* On Track includes earned, current and next year courses. Students must also complete 40 hours of Community Involvement and the Ontario Secondary School Literacy Test to graduate. Please see your Counsellor for your current status regarding these requirements.


Student Signature: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## STEP 7: Print your Sign-Off Sheet

**Note: You can reprint this form at any time from the High School section of your account**

Official High School Plan

✓ Your courses are **Submitted** Oct. 22, 2020, 5:07 p.m. EDT
 
[Send Approval Email](#)


Grade 9 Current Year	Grade 10 Next Year	Grade 11 Plan Ahead	Grade 12 Plan Ahead	+
English ENG1D1 • 1 Credit	English ENG2D1 • 1 Credit	English	English	
Principles of Mathematics MPM1D1 • 1 Credit	Principles of Mathematics MPM2D1 • 1 Credit	Mathematics	Course	
Science SNC1D1 • 1 Credit	Science SNC2D1 • 1 Credit	Course	Course	
Issues in Canadian Geography CGC1D1 • 1 Credit	Canadian History Since Worl... CHC2D1 • 1 Credit	Course	Course	
Drama ADA1O1 • 1 Credit	Visual Arts AVI2D1 • 1 Credit	Course	Course	
Healthy Active Living Educati... PPL1OF • 1 Credit	Coop sem 1 per B single credit COP1BS • 2 Credits	Course	Course	
Core French FSF1D1 • 1 Credit		Course	Course	
Expressions of First Nations, ...	Civics and Careers	Course	Course	