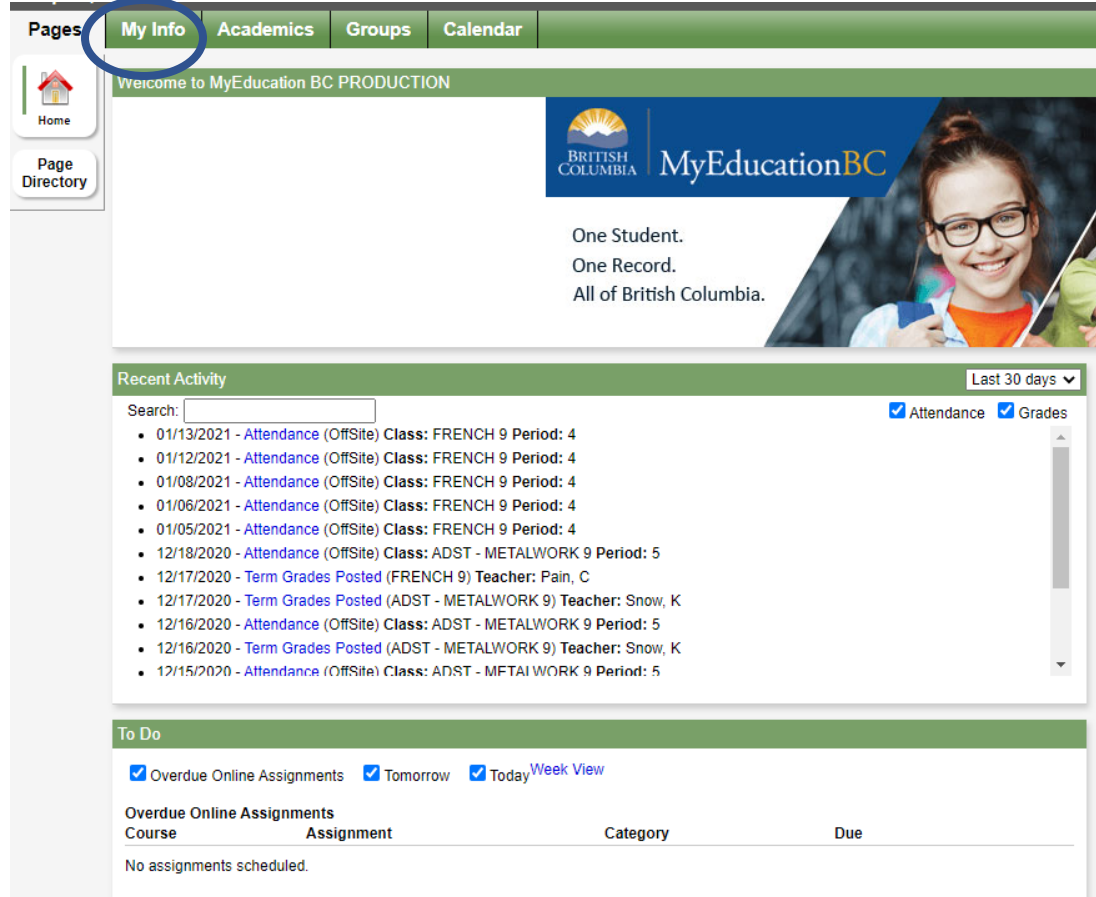# How To Make Course Selections on MyEd
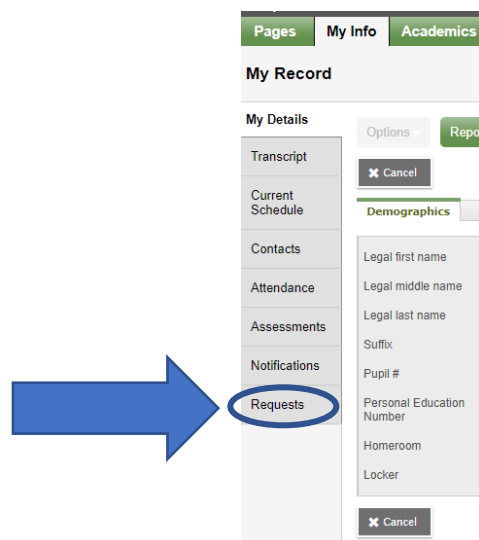
Step 1: Log in to MyEd

- When you are at the main menu, you will select the "My Info" button from the top menu options.

Step 2: Select Requests from the My Info screen options on the side menu.

Step 3: READ the instructions, and CHOOSE your class options, electives, and optional electives. Select the REQUEST button for the options to choose from. This will be different at each grade level.

Click "Select" to begin making your choices.

Once you have selected the option, a new window will open for you to look at the choices and select what you want to take:

Read the information on the specific courses in this box.

Click "Ok" once you have made your selection.

Electives

Sometimes there are multiple screens of options. Use the arrow to see the next screen for more choices to select from. Follow the instructions in the menu bar. Quick links to the Course Calendar have been provided in the Instructions.

<table>
<tr><td>Subject area</td><td colspan="9">Electives</td></tr>
<tr><td rowspan="2">Instructions</td><td colspan="9" align="center">**ELECTIVES**</td></tr>
<tr><td colspan="9">Please choose 2 electives from the list. You can refer to the Port Moody Secondary Course Calendar for information about each course.
A Note About Language Courses:
If you are planning to register in a language for the first time at a level higher than grade 9, please fill out the form below in as much detail as possible. This includes:</td></tr>
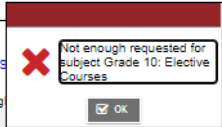</table>

<	1:10 [Applied Skills ▼] >							Select All	0 of 41 selected
Select	**CourseNumber**	**CourseDescription**		**Academic level**	**Credit**	**Prequisite**	**Status**		
	Applied Skills	Business Education Courses			0.0		No offering		
☐	MAC--11	ACCOUNTING 11		Regular	4.0				
☐	MCMPR11	COMPUTER PROGRAMMING 11		Regular	4.0				
☐	YBMO-1A	KEYBOARDING 11		Regular	4.0				
☐	MDCOM11	DIGITAL COMMUNICATIONS 11		Regular	4.0				
☐	MMAP-11	MARKETING AND PROMOTION 11		Regular	4.0				
	Applied Skills	Home Ecomnomics Courses			0.0		No offering		
☐	MFOOD11	FOOD STUDIES 11		Regular	4.0				
☐	MIAFR11	INTERPERSONAL AND FAMILY RELATIONSHIPS 11		Regular	4.0				
☐	MTXT-11	TEXTILES 11: SEWING		Regular	4.0				

☑ OK   ✖ Cancel

If you make a mistake, the system will tell you what it is. You will need to fix it before the system will let you move on.

<table>
<tr><td>Subject area</td><td colspan="5">Electives</td></tr>
<tr><td rowspan="2">Instructions</td><td colspan="5">Please choose 2 electives from the list. You can refer to the Port Moody S_____n about each course.
A Note About Language Courses:
If you are planning to register in a language for the first time at a level hig_____elow in as much detail as possible. This includes:</td></tr>
</table>

Not enough requested for subject Grade 10: Elective Courses

☑ OK

<	2:110 [YHEC-1A ▼] >					Select All	1 of 41 selected
Select	**CourseNumber**	**CourseDescription**		**Academic level**	**Credit**	**Prequisite**	**Status**

Optional Electives are music classes offered outside the regular schedule.

<table>
<tr><td>Subject area</td><td colspan="7">Optional Electives</td></tr>
<tr><td rowspan="2">Instructions</td><td colspan="7" align="center">**OPTIONAL ELECTIVES**</td></tr>
<tr><td colspan="7">The courses on this screen are optional.
If you want to take one of the courses below, just know that they happen outside the regular timetable and will be in addition to your other classes.</td></tr>
</table>

					Select All	0 of 4 selected
Select	**CourseNumber**	**CourseDescription**	**Academic level**	**Credit**	**Prequisite**	**Status**
☐	MMUCB10	INSTRUMENTAL MUSIC: CONCERT BAND 10	Regular	4.0		
☐	MMUJB10	INSTRUMENTAL MUSIC: JAZZ BAND 10	Regular	4.0		
☐	MMUOR10	INSTRUMENTAL MUSIC: ORCHESTRA 10	Regular	4.0		
☐	MMUCC10	CHORAL MUSIC: CONCERT CHOIR 10	Regular	4.0		

☑ OK   ✖ Cancel

For more information on these SCROLL through the Instructions to see the scheduled times for the practices and description of the classes.

Click the arrow to see the next list of electives/ classes available.

Subject area	Optional Electives						
Instructions	If you want to take one of the courses below, just know that they happen outside the regular timetable and will be in addition to your other classes. **Concert Band 10** MMCB-10 *This course is open to all students who are interested in developing their musical skills in a large ensemble. Musical experience is an asset but new music students are also welcome. This ensemble rehearses on Mondays, Wednesdays and Fridays at 7:15AM.*						

Select All   0 of 4 selected

Select	CourseNumber	CourseDescription	Academic level	Credit	Prequisite	Status	
☐	MMUCB10	INSTRUMENTAL MUSIC: CONCERT BAND 10	Regular	4.0			
☐	MMUJB10	INSTRUMENTAL MUSIC: JAZZ BAND 10	Regular	4.0			
☐	MMUOR10	INSTRUMENTAL MUSIC: ORCHESTRA 10	Regular	4.0			

Use the side bar to scroll down and read

Step 4: Share notes with your counsellor

- If you have completed a grade 10 class previously, and need to add an elective, leave a note for the counsellor, and they will take care of dropping the unneeded class. You can also let counsellors know of Summer School plans that you have. The counsellor will add one of your Alternate electives in place of the class you plan to complete at summer school.

Notes are added in this area

Step 5: POST!

- You can return as many times as you want to make changes up until the deadline, February 6th. Where necessary, counsellors may adjust your schedule for EAL/Learning Center blocks, or to correct entries that were made without pre-requisite classes completed.