

# Online Course Selection

## Directions for students selecting courses through StudentVUE

- Log in to StudentVUE
- Click on Course Request to be directed to the Course Request screen.

The screenshot shows the StudentVUE interface for Charles County Public Schools. The top right corner has links for 'My Account', 'Help', and 'Close'. The main header displays the school name and a 'Good morning' greeting. A left sidebar contains navigation options: Home, Synergy Mail, Calendar, Office 365 & Clever Portal, Attendance, Class Schedule, Class Websites, Course History, **Course Request** (highlighted with a red arrow), Grade Book, MTSS, School Information, Student Info, and Grading & Attendance Reports. The main content area is titled 'COURSE REQUEST' and includes a welcome message, a yellow box for '2024-2025 School Year, Grade:' and 'Selection Time Period: Counselor:', and a blue button labeled 'Click here to change course requests'. Below this is a 'Selected Course Requests' table with two entries: Algebra I (Math) and Science (Science).

- The student should click on “Click here to change course requests.”. They will be directed to the Course Request Selection.

This screenshot is identical to the one above, but with a red arrow pointing to the blue button labeled 'Click here to change course requests' in the main content area.

- The top of the screen may show the student their core course recommendations. If so, scroll to the bottom of the screen.

**Charles County Public Schools**  
Good morning

## COURSE REQUEST SELECTION

Welcome to the Course Registration page! Scholars will use their Course Selection sheet during Language Arts class to request Electives for next school year. Current 6th and 7th graders should add up their Electives plus the courses teachers have already selected so that they end with 8 total credits. If you need assistance completing your registration, please let your teacher know or email your school counselor.

**2024-2025 School Year, Grade:**      Selection Time Period:      Course/kr:     

[Click here to return to course request summary](#)      [+ Add Request](#)

Selected Course Requests		
Action	Course	Credit
▶	Department: <b>Math</b> Course ID: <b>031514</b> Course Title: <b>ALGEBRA I</b> Elective: <b>No</b> College Prep: <b>No</b>	1.000
<b>Total</b>		1.000

Teacher Recommendations				
Action	Req	Alt	Course	Credit
▶	<a href="#">+ Add Request</a>	<a href="#">* Add Alternate</a>	Department: <b>Science</b> Course ID: <b>820030</b> Course Title: <b>SCIENCE</b> Elective: <b>No</b> College Prep: <b>No</b>	0.000 <b>Teacher recommended</b>
▶			Department: <b>Academic Support</b> Course ID: <b>800100</b>	<b>Teacher recommended</b>

- After scrolling down, you can enter the course number in the search bar. When you see the course you want, select the course by clicking on the “Add Request” button next to the course.

**Search Courses**

Enter a search value to filter any of the applicable course fields.

Search:

Add	Req	Alt	Course
▶	<a href="#">+ Add Request</a>		Department: <b>Fine &amp; Performing Arts</b> Course ID: <b>900010</b> Course Title: <b>THEATRE I (Semester)</b> Elective: <b>Yes</b> College Prep: <b>No</b> Credit: <b>0.000</b> School: <b>Middle School</b>
▶	<a href="#">+ Add Request</a>		Department: <b>Fine &amp; Performing Arts</b> Course ID: <b>900110</b> Course Title: <b>ART I (Semester)</b> Elective: <b>Yes</b> College Prep: <b>No</b> Credit: <b>0.000</b> School: <b>Middle School</b>
▶	<a href="#">+ Add Request</a>		Department: <b>Fine &amp; Performing Arts</b> Course ID: <b>900210</b> Course Title: <b>GENERAL MUSIC I (Semester)</b> Elective: <b>Yes</b> College Prep: <b>No</b> Credit: <b>0.000</b> School: <b>Middle School</b>
▶	<a href="#">+ Add Request</a>		Department: <b>Fine &amp; Performing Arts</b> Course ID: <b>900414</b> Course Title: <b>BAND I (Year)</b> Elective: <b>Yes</b> College Prep: <b>No</b> Credit: <b>0.000</b> School: <b>Middle School</b>

- Students can select the course as a “request” or as an “alternate.”

The screenshot shows a 'Search Courses' interface. At the top, there is a search bar with the text 'camp' and a search icon. Below the search bar, there are two columns: 'Req' and 'Alt'. Under the 'Req' column, there is a button labeled '+ Add Request'. Under the 'Alt' column, there is a button labeled '\* Add Alternate'. Two red arrows point to these buttons. To the right of these buttons, there are two course entries. The first entry is for 'COMPUTER SCIENCE' with Course ID 880010, Department Related Arts, Elective Yes, College Prep No, Credit 0.000, and School Middle School. The second entry is for 'COMPUTER SOLUTIONS (Semester)' with Course ID 900903, Department Related Arts, Elective Yes, College Prep No, Credit 0.000, and School Middle School.

- Once the student exceeds the allowable number of alternate courses, a notification will appear at the top of the screen.

The screenshot shows the top of the user interface. On the right side, there are links for 'My Account', 'Help', and 'Close'. Below these links, the text 'Charles County Public Schools' and 'Good morning, /2024' is visible. A notification bar at the top of the main content area contains a red triangle icon and the text 'Can't add the alternate because it would exceed the maximum of 3 alternates allowed.' A red arrow points to this notification. Below the notification, the text 'COURSE REQUEST SELECTION' is visible. On the left side, there is a sidebar with links for 'Home', 'Synergy Mail', 'Calendar', and 'Office 305 & Clever Portal'.