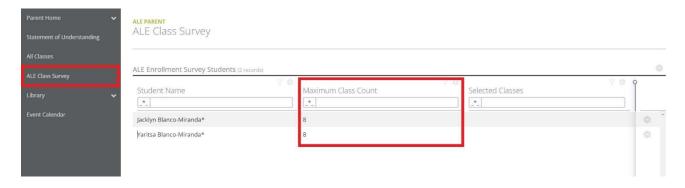


Taking the Parent Class Interest Survey

After logging in, clock on the "ALE Class Survey" link in the left navigation bar:



Here you will see a list of all the students you are associated with and how many "votes" they have each been allocated in the "Maximum Class Count" column.

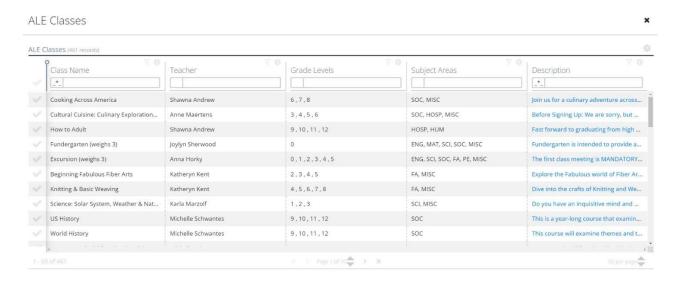
Using the row action gear next to one student, choose, "Select Classes."



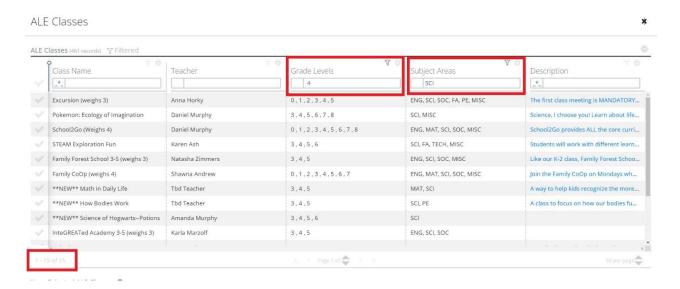
A form will open where you will choose the classes you'd like to vote for. Click "Select".



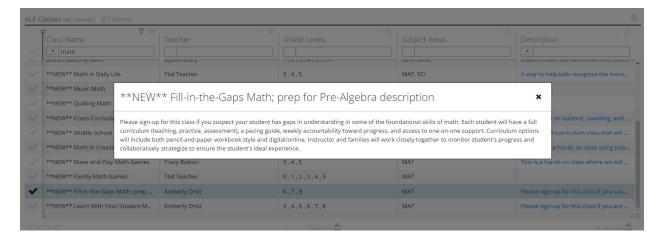
You will see a list of all available classes that you can vote for, with five columns across the top. These include Class Name, Teacher, Grade Levels, Subject Areas and Description.



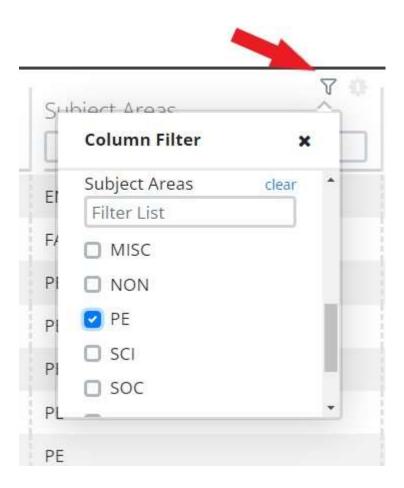
You can use the quick filter boxes at the top of each column to search and narrow down the results, and these can be used together. This list has been narrowed to "science" in the class name and 4 in the grade level filter, yielding 15 results.



Clicking on the description will allow you to view the full text.



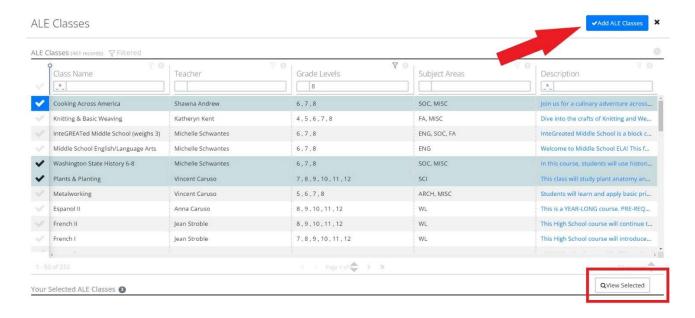
There are also more powerful filters you can access by clicking on the funnel icon at the top of each column, then selecting the filters you wish to apply.



Searching for a particular subject? The subject area abbreviations are as follows:

ARCH	Architecture and Construction
BUS	Business and Marketing
ENG	English Language and Literature
FA	Fine and Performing Arts
HOSP	Hospitality and Tourism
LANG	Foreign Language and Literature
MAT	Mathematics
MISC	Miscellaneous
PE	Physical, Health and Safety Education
SCI	Life and Physical Sciences
soc	Social Sciences and History
TECH	Engineering and Technology

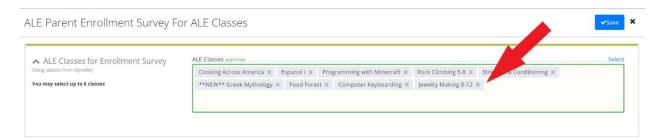
Using the check marks at the far left, select the classes you wish to "vote" for and click "Add Ale Classes" at the top right. You can review the choices you have made so far at any time by clicking on "View Selected" in the bottom right corner.



If you attempt to exceed the number of "votes" given to you for this student, you will receive a message reminding you how many classes you may choose.



To remove a selection, click the "x" mark next to the name:



Once chosen, the classes will display in a list in the table on the ALE Class Survey Page.



You're all done! You can now complete the survey for additional students if desired, and you may make changes to your selections by repeating the steps above anytime the survey is available.