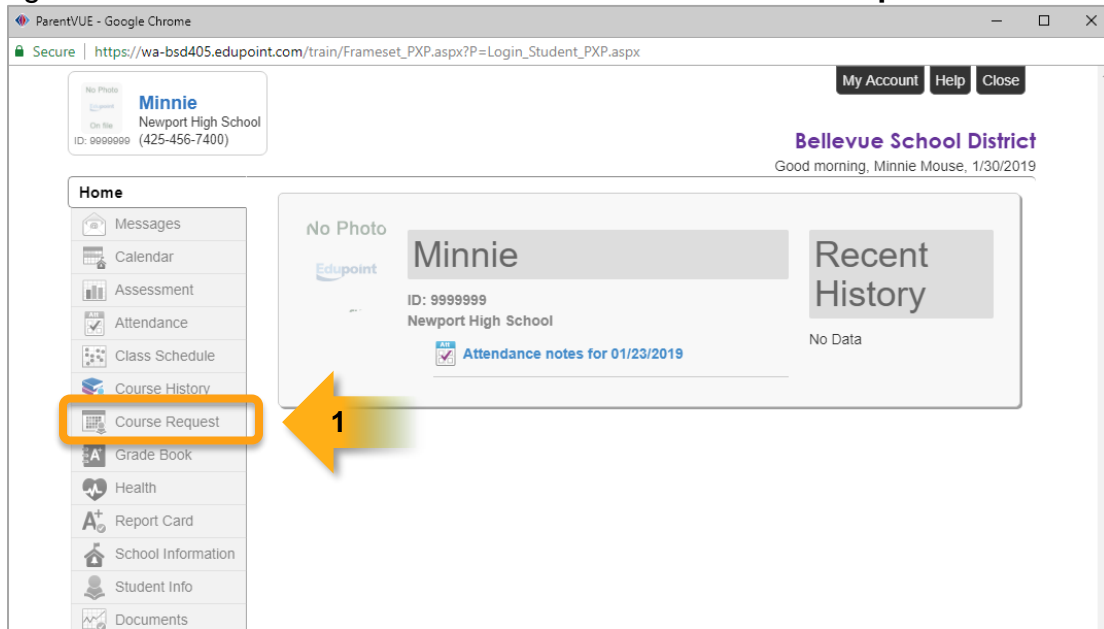


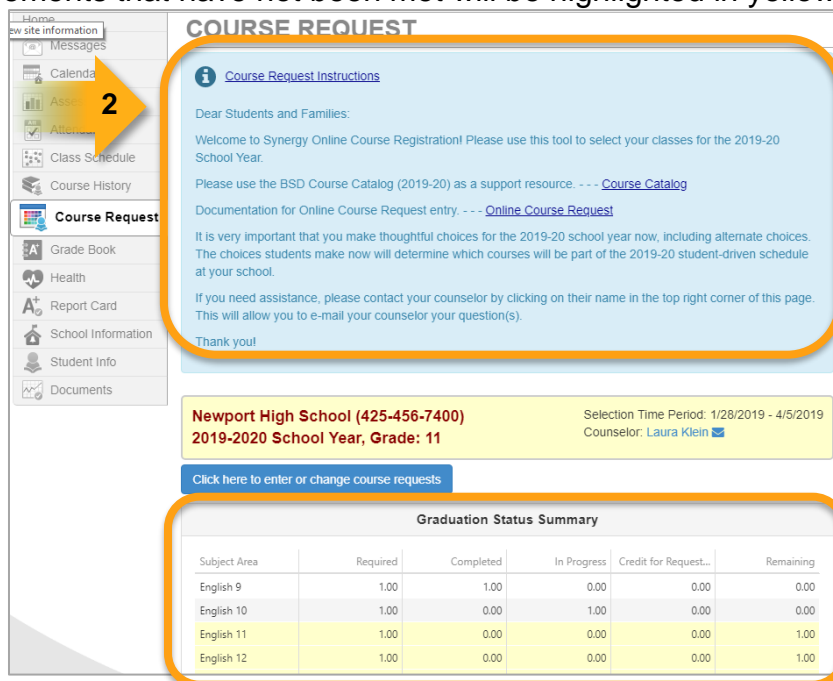
Quick Tip – StudentVUE and ParentVUE Online Course Requests

1. Navigate to StudentVUE or ParentVUE. Click on the **Course Request** button.

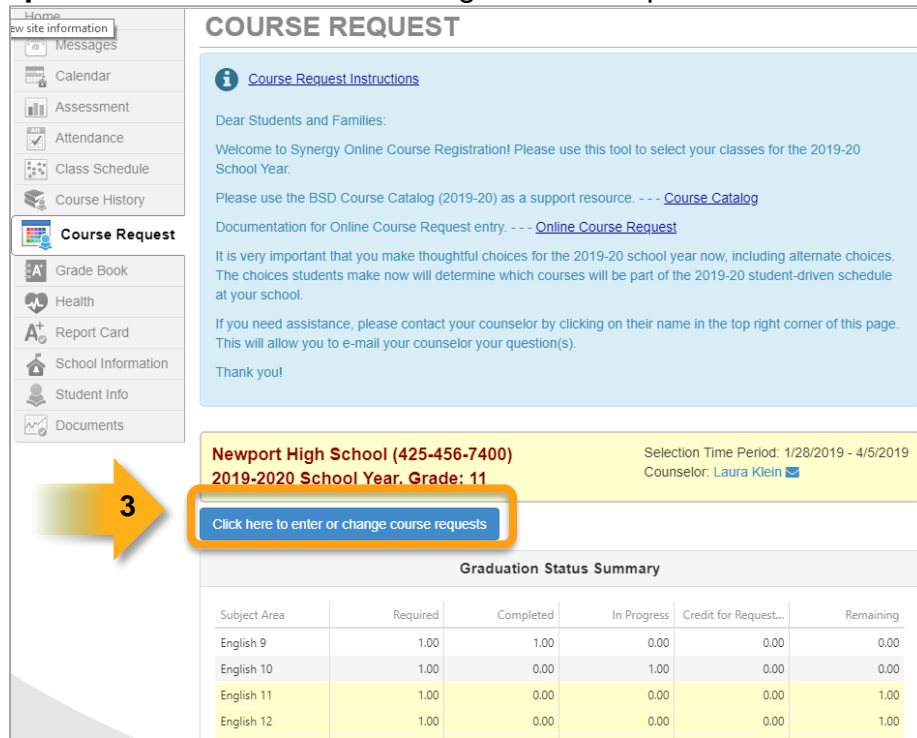


2. Review the information at the top of the screen.

- Note the Graduation Status Summary at the bottom of the screen for reference. This will not display for middle school students.
- Requirements that have not been met will be highlighted in yellow.



3. The Selected Course Requests section will display currently requested courses for the student. These may include student selected course requests as well as requests pre-assigned by the school. Click the **Click here to enter or change course requests** button to select or change course requests.



COURSE REQUEST

[Course Request Instructions](#)

Dear Students and Families:

Welcome to Synergy Online Course Registration! Please use this tool to select your classes for the 2019-20 School Year.

Please use the BSD Course Catalog (2019-20) as a support resource. --- [Course Catalog](#)

Documentation for Online Course Request entry. --- [Online Course Request](#)

It is very important that you make thoughtful choices for the 2019-20 school year now, including alternate choices. The choices students make now will determine which courses will be part of the 2019-20 student-driven schedule at your school.

If you need assistance, please contact your counselor by clicking on their name in the top right corner of this page. This will allow you to e-mail your counselor your question(s).

Thank you!

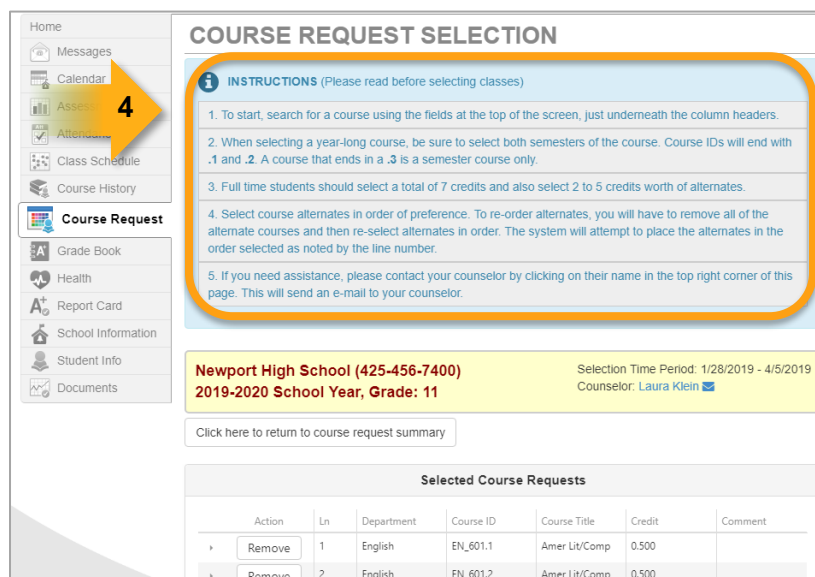
Newport High School (425-456-7400) Selection Time Period: 1/28/2019 - 4/5/2019
2019-2020 School Year, Grade: 11 Counselor: [Laura Klein](#)

[Click here to enter or change course requests](#)

Graduation Status Summary

Subject Area	Required	Completed	In Progress	Credit for Request...	Remaining
English 9	1.00	1.00	0.00	0.00	0.00
English 10	1.00	0.00	1.00	0.00	0.00
English 11	1.00	0.00	0.00	0.00	1.00
English 12	1.00	0.00	0.00	0.00	1.00

4. Review the instructions at the top of the screen.



COURSE REQUEST SELECTION

INSTRUCTIONS (Please read before selecting classes)

- To start, search for a course using the fields at the top of the screen, just underneath the column headers.
- When selecting a year-long course, be sure to select both semesters of the course. Course IDs will end with .1 and .2. A course that ends in a .3 is a semester course only.
- Full time students should select a total of 7 credits and also select 2 to 5 credits worth of alternates.
- Select course alternates in order of preference. To re-order alternates, you will have to remove all of the alternate courses and then re-select alternates in order. The system will attempt to place the alternates in the order selected as noted by the line number.
- If you need assistance, please contact your counselor by clicking on their name in the top right corner of this page. This will send an e-mail to your counselor.

Newport High School (425-456-7400) Selection Time Period: 1/28/2019 - 4/5/2019
2019-2020 School Year, Grade: 11 Counselor: [Laura Klein](#)

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

Selected Course Requests

Action	Ln	Department	Course ID	Course Title	Credit	Comment
Remove	1	English	EN_601.1	Amer Lit/Comp	0.500	
Remove	2	English	EN_601.2	Amer Lit/Comp	0.500	

5. All selected course requests will appear on this screen. All pre-assigned courses cannot be removed. All other courses can be added and removed from this area.

Course Request

- Grade Book
- Health
- Report Card
- School Information
- Student Info
- Documents

4. Select course alternates in order of preference. To re-order alternates, you will have to remove all of the alternate courses and then re-select alternates in order. The system will attempt to place the alternates in the order selected as noted by the line number.

5. If you need assistance, please contact your counselor by clicking on their name in the top right corner of this page. This will send an e-mail to your counselor.

Newport High School (425-456-7400) Selection Time Period: 1/28/2019 - 4/5/2019
2019-2020 School Year, Grade: 11 Counselor: [Laura Klein](#)

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

Selected Course Requests

Action	Ln	Department	Course ID	Course Title	Credit	Comment
> Remove	1	English	EN_601.1	Amer Lit/Comp	0.500	
> Remove	2	English	EN_601.2	Amer Lit/Comp	0.500	
>	3	Math	MA_601.1	Pre-Calculus	0.500	
>	4	Math	MA_601.2	Pre-Calculus	0.500	
>	5	Social Studies	SSA601.1	AP US Hist	0.500	
>	6	Social Studies	SSA601.2	AP US Hist	0.500	
Total					3.000	

6. To add a new class, search on Department, Course ID or Course Title, then click **Search Courses**. A partial Course ID or Course Title may be entered to increase search results.

Search Courses

Action	Ln	Department	Course ID	Course Title	Credit	Comment
		(All) ▾	🔍	🔍		
> Add Request	> Add Alternates	1	Career & Tec...	CT 403.3	Computer Te...	0.500

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- Click the **Add Request** button to select primary course requests. Click the **Add Alternate** button to select alternate courses. Alternate course selections will be prioritized in the order selected. To change alternate course order, remove all of the alternate selections that need to be adjusted and then re-add the courses in the correct order.

Search Courses							
Action	Ln	Department	Course ID	Course Title	Credit	Comment	
		(All) ▾	Q	Q			
7 Add Request Add Alternate	1	Career & Technolo...	CT_403.3	Computer Tech	0.500		
▶ Add Request Add Alternate	2	Career & Technolo...	CT_406.3	Video Game Sim/...	0.500		
▶ Add Request Add Alternate	3	Career & Technolo...	CT_408.3	MS Office/Busines...	0.500		
▶ Add Request Add Alternate	4	Career & Technolo...	CT_409.1	Introduction To M...	0.500	Co-req not requested: (CT_409.2)	
▶ Add Request Add Alternate	5	Career & Technolo...	CT_409.2	Introduction To M...	0.500	Co-req not requested: (CT_409.1)	
▶ Add Request Add Alternate	6	Career & Technolo...	CT_412.3	Photography 1	0.500	Currently enrolled	
▶ Add Request Add Alternate	7	Career & Technolo...	CT_415.3	Culinary Ess 1	0.500		
▶ Add Request Add Alternate	8	Career & Technolo...	CT_417.3	Dig Vid/Audio 1	0.500		
▶ Add Request Add Alternate	9	Career & Technolo...	CT_420.3	Business Law	0.500		
▶ Add Request Add Alternate	10	Career & Technolo...	CT_421.3	Personl Finance	0.500	Currently enrolled	
▶ Add Request Add Alternate	11	Career & Technolo...	CT_427.3	Accounting 1	0.500		

- Requests auto-save after selection. The Selected Course Requests list will update to include course requests selected.
- The Comment column shows courses that have a current enrollment as well as results from courses that have been already taken.

Selected Course Requests						
Action	Ln	Department	Course ID	Course Title	Credit	Comment
▶ Remove	1	Career & Technology	CT_100.3	Applied Engineering	0.500	Taken: 4/2018 (A) Taken: 6/2018 (A)
▶ Remove	2	Career & Technology	CT_205.3	Design And Production	0.500	Currently enrolled
▶ Remove	3	English	EN_301.1	Hon LA 8	0.500	
▶ Remove	4	English	EN_301.2	Hon LA 8	0.500	
▶ Remove	5	Math	MA_300.1	Algebra 1	0.500	Co-req not requested: (MA_300.2)
Total					2.500	

10. The Selected Course Requests grid will update to include requested courses. Back on the Course Request Summary page, the Graduation Status Summary will update to include requested courses.

Selected Course Requests					
Ln	Department	Course ID	Course Title	Credit	Comment
▶ 1	Career & Technology	CT_424.3	Metal Tech I	0.500	
▶ 2	English	EN_701.1	Senior Eng	0.500	
▶ 3	English	EN_701.2	Senior Eng	0.500	
▶ 4	Math	MAA702.1	AP Statistics	0.500	
▶ 5	Math	MAA702.2	AP Statistics	0.500	
▶ 6	Social Studies	SSH701.1	IB/AP US Gov HL	0.500	
▶ 7	Social Studies	SSH701.2	IB/AP US Gov HL	0.500	
▶ 8	Visual & Performing Arts	VA_401.3	Draw & Paint 1	0.500	
Total				4.000	

Graduation Status Summary						
Subject Area	Required	Completed	In Progress	Credit for Requested Co...	Remaining	
English 9	1.00	1.00	0.00	0.00	0.00	0.00
English 10	1.00	1.00	0.00	0.00	0.00	0.00
English 11	1.00	0.00	1.00	0.00	0.00	0.00
English 12	1.00	0.00	0.00	1.00	0.00	0.00
Mathematics	3.00	2.00	1.00	0.00	0.00	0.00
Science	3.00	2.00	1.00	0.00	0.00	0.00
Career and Tech Ed	1.00	1.00	0.00	0.00	0.00	0.00

11. Logout of StudentVUE.