PowerSchool Online Course Registration Instructions (Students entering Grade 7)

Please refer to the Henry James Memorial School Program of Studies distributed to students and available on the school website for detailed course information.

REGISTRATION INSTRUCTIONS:

Log into your PowerSchool portal account from the Simsbury Public School website <u>www.simsbury.k12.ct.us</u>

- 1. Select the POWERSCHOOL tab in the upper right corner of screen.
- 2. Select **PowerSchool student** button.
- 3. Select the Henry James Memorial School Grading Portal tab.
- 4. Click Access PowerSchool for Students/Parents.
- Log in using your PowerSchool Username and Password (you must have already created your account, refer to instructions "Create a PowerSchool Parent/Guardian Grading Portal Account").





To Request Music Courses:

- 1. Click the **pencil** *log* icon to select your music choice.
- 2. The course window for **Music** opens.

Click in the **box** to select your music choice(s). A check mark appears.

Composition.

Make your music selection by clicking 1 or 2 music choices. If choosing Music Composition you can

make only one choice. If choosing Concert Band

OR String Orchestra you may also choose Concert Chorus. You must already play the Instrument to register for band or orchestra. If you do not wish to select band, orchestra, or

chorus, then you must select Music

- You may choose an instrumental (band OR orchestra) and chorus by checking two boxes. If choosing Music Composition only check one box.
- Click Okay.
- The course(s) chosen show and a green check mark designates you have completed your course selection.

Click the edit button to request a course Make your music selection b Concert Band OR String C Gourse Name Number Concert Band7 0917 0 Goncert Chorus7 0901 0911 MusicComposition1 D StringOrch - Bass 0961 0962 StringOrch - Cello StringOrch - Viola 0983 StringOrch - Violin 0964 You may select between 1 and 2 courses. You have selected 0 course(s) Gancel Oka

To Request World Language Courses:

- Click the **pencil** licon to select your World Language 1st Choice.
- The course window for World Language 1st Choice opens. Click in the **box** to select your 1st choice. A check mark will appear.
- 3. Click Okay.
- 4. **Repeat steps** for World Language 2nd and 3rd Choice.

Do NOT_select the same language for each choice!

Please choose your first choice for world language. World Language 1st Choice × Please choose your first choice for world language. Course Name Number Credits 🗏 Prereguisite Note Alerts Chinese First \bigcirc 9950 0 Choice French First Choice 9952 0 Latin First Choice 0 9953 Spanish First Ο 9951 0 Choice << first < prev 1 next > last >> You may select 1 course. You have selected 0 courses Cancel Okav

Click the edit button to request a course

Submit

Click the **Submit** button in the bottom right hand corner of the registration screen when done selecting all your courses.
THIS IS IMPORTANT

World Language 1st Choice

The **Course Requests** screen opens and you will see your music and world language choices, and the required 7th grade courses.

You can return to the Class Registration screen and make modifications if needed.

NOTE: It is **IMPORTANT** to remember to click **Submit** after any modifications to course selection.