GABRIEL (THE COLONY H S) Request Courses | Request Alternates

Online Course Requests

Services for You!

Online course requests in Skyward are made using the *student login* in the web version of Student Access. **NOTE:** Some classes require that you have completed another class first (prerequisite) or that you choose classes that work together (co-requisite). The system will prevent you from adding courses if you have already taken it or the requirements are not met. A warning message will appear.

Accessing the Course Requests

- 1. Access the LISD home page (<u>www.lisd.net</u>)
- 2. Select *Skyward* at the top of the page.
- 3. Select: *Family Access Login* and use your network username and password.
- 4. Choose the *Schedule* menu item.
- 5. Select: Request Courses for 2017-2018...

Selecting courses (your first choices)

- 1. *Search* for the course (course number or description)
- 2. *Highlight the course*. (click course number for details)
- Select: Add Course. <u>After a brief</u> pause, the course will appear in the selected courses. (see note above if a warning appears)
- 4. Total credits display at the top of the screen.
- 5. To remove a course, highlight it in selected courses and choose the option: Remove Course.

Selecting Alternates (in case you cannot get your requested class)

- 1. Choose: *Request Alternates*.
- 2. Search by course and add as you did previously.
- 3. They appear in order selected. You can use the arrows to change the order of your preferences.

GABRIEL (THE COLONY H S) Request Courses Request Alternates												
				Ľ	Total Req	uests/Scheduled: 1	Total Alternates: 3	Total Credits:	1.000			
	Available Alternate Courses for 2017-2018					Selected Alternate Courses						
	79160600	BANK / FIN (Career & Techno) 0.500 Credits, Elective	A	Add Course >	1	29121500	SPT MEDIC 1 (Other E 1.000 Credits, Election	Electives) Ve				
	79161100	MONEY MATTERS (Career & Techno) 1.000 Credits, Elective		3	}◆	89802600	AUTOMOTIVE TECH 2.000 Credits, Election	(Career & Techno Ve	2)			
	79161137	MONEY MATTERS BLENDED (Career & 7 1.000 Credits, Elective	Techno)		3 🕈	79164600	GLOBAL BUSINESS (0.500 Credits, Election	Career & Techno ve)			
	79161600	ACCOUNTING I (Career & Techno) 1.000 Credits, Elective			R	19250000	ENG 1 (English Langua 1.000 Credits, Requi	ag) red				
۰.	79	QUINTING LOLONDOCOURS			a general a	phases and	ي. هده المسب	and the second division of the second divisio				
			Search Clear		A maximum of 5 Alternate Courses can be assigned.							

Saving and printing your selections

The system is saving your selections as they are made. You can leave the page and return to it and what you chose will be displayed. You can print using the Printer Icon in the upper right hand corner.



				То	otal Requests/Scheduled: 1	Total Credits: 1.000
Available C	ourses for 2017-2018			Selected C	Courses	
19257500	READING 1 (Other Electives) 1.000 Credits, Elective	-	Add Course >	19250000	ENG 1 (English Languag) 1.000 Credits, Required	
19258000	READING 2 (Other Electives) 1.000 Credits, Elective					4
19258500	READING 3 (Other Electives) 1.000 Credits, Elective	2	3			
19250000	ENG 1 (English Languag) 1.000 Credits, Required	/				
19250009	ENG 1 CR A (English Languag) 0.500 Credits: Required	man .			and some fra	man grand
		· ·				
19250117	ENG 1 GTPAP (English Languag) 1.000 Credits, Required					

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