

# **How to Select Electives in the Student Portal**

# LOG INTO YOUR STUDENT PORTAL

This process will  
NOT work in the  
Parent Portal

## STUDENT MENU

- Home
- Gradebook
- Schedule
- Course Requests
- Progress
- Grades
- Attendance
- Period Attendance
- Activities
- Honor Roll
- Volunteer Hours
- Physical Approvals
- Discipline
- Documents
- Testing
- Student Questions



Student Portal

### **Welcome to the Student Portal!**

Welcome students! Log in often to view your grades, schedule, attendance, and more. Keep your username and password in a safe place, and do not share with your friends. Contact your guidance counselor if you misplace your login credentials. Best of luck for a successful school year!  
\*\*Remember, your parents have their own login for the Parent Portal to monitor your progress.

**District Email (grades 9-12) & Schoology Login:**

**Your BBOED student username is the Student First Name followed by Student Last Name followed by last two digits of graduation year then followed by @students.bboed.org (Example JohnSmith31@students.bboed.org). *The student username is maximized at 19 characters including the 2 digit graduation year.***

**username (example): JohnSmith71@students.bboed.org**

**password (example): bboed123456**

## STUDENT MENU

Home  
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Student Questions



## COURSE REQUEST

Click the Course Request tab on the right side of your Student Portal page

## COURSE REQUESTS

### DIRECTIONS Grade 9 Students:

- \* Below is a list of courses your teachers have recommended you to take next year.
- \* Questions about placement should be discussed with your counselor during your scheduling meeting.

### STEP 1: ELECTIVE SELECTION

Select 5 electives that will meet your graduation requirements.

- \* Scroll down to the section entitled "ADD ADDITIONAL COURSE REQUESTS"
- \* Select a "DEPARTMENT" from the Drop Down Menu
- \* To add the course click on the + sign. The course will appear in your "COURSE REQUEST" list
- \* After selecting your 5 electives, scroll back to the top of the page to view your elective choices.
- \* To delete your choices, click the X

### STEP 2: SET SUB-PRIORITIES FOR ELECTIVES

You must prioritize your elective choices based on your 1st choice through your 5th choice.

- \* Use the "SUB-PRIORITY" drop-down menu for your chosen elective to inform us of how important this class is to you (1 is the highest priority and 5 is the lowest)
- \* Review the priority order and edit as needed
- \* Select "SET PRIORITIES" bottom right side

### STEP 3: PHYSICAL EDUCATION ELECTIVES

Select 3 Physical Education electives. You must select 3 different electives.

- \* Scroll down to the section entitled "ADD ADDITIONAL COURSE REQUESTS"
- \* Select "HEALTH\_PE" from the Department Drop Down Menu
- \* To add the course click on the + sign
- \* DO NOT sub-prioritize these course

**Do not complete STEP 4 until you have review your elective choices with your parent/guardian.**

**You WILL NOT be able to change your elective choices once you have FINALIZED.**

### STEP 4: SAVE AND FINALIZE YOUR CHOICES

To save your choices, you must do the following:

- \* Review your Course Request list
- \* Select "FINALIZE REQUESTS"

**IMPORTANT: Make sure you set the sub-priorities and finalize your selections.**

**Otherwise, they WILL NOT BE SAVED.**

### **COURSE REQUESTS DO NOT GUARANTEE PLACEMENT IN A PARTICULAR COURSE.**

- \* Scheduling conflicts frequently occur, especially when students request courses that have very few sections.
- \* In addition, low numbers of requests for a course may result in the course not being offered.

# DIRECTIONS

## Course requests for the 2023 - 2024 school year.

| Course ID | Title                  | Department     | Credits | Sub-Priority |
|-----------|------------------------|----------------|---------|--------------|
| 0525      | CHEMISTRY HONORS       | Science        | 6.00    |              |
| 0226      | ENGLISH 10 HONORS      | English        | 5.00    |              |
| 0602      | FRENCH 2               | World Language | 5.00    |              |
| 0415      | GEOMETRY A             | Mathematics    | 5.00    |              |
| 0327      | US HISTORY 1 HONORS/AP | Social Studies | 5.00    |              |

Finalize Requests

Total Credits Requested: **26.00**

Set Priorities

Add Additional Course Requests

Department:

# TEACHER PLACEMENT

Review the courses that you have been recommended for

Questions about placement should be discussed with your counselor during your scheduling session

## Course requests for the 2023 - 2024 school year.

| Course ID | Title                  | Department     | Credits | Sub-Priority |
|-----------|------------------------|----------------|---------|--------------|
| 0525      | CHEMISTRY HONORS       | Science        | 6.00    |              |
| 0226      | ENGLISH 10 HONORS      | English        | 5.00    |              |
| 0602      | FRENCH 2               | World Language | 5.00    |              |
| 0415      | GEOMETRY A             | Mathematics    | 5.00    |              |
| 0327      | US HISTORY 1 HONORS/AP | Social Studies | 5.00    |              |

Finalize Requests

Total Credits Requested: 26.00

Set Priorities

Add Additional Course Requests

Department

- ✓ --Please Select--
- Business
- Computer Science
- Engineering
- English Electives
- Health\_PE
- Medical Science
- Performing Arts
- Science Electives
- Social Studies Electives
- Visual Arts

Translate:

Information Technology

3298-152

# ELECTIVE SELECTION

Look for the section that says “ADD ADDITIONAL COURSE REQUESTS”

Select a department from the drop down menu

WORLD LANGUAGE electives will be discussed with your counselor

# ADD A COURSE REQUEST

All courses that are open to your grade level will appear

Descriptions, credits and grade levels are shown for each course



To add a course request, click on the + sign

| Add Additional Course Requests  |            |                           |      |  |
|---|------------|---------------------------|------|--|
| Department:   | Business ▼ |                           |      |  |
|   | 070S       | 21st CENT BUS SURVIVAL SK | 2.50 |  |
| <i>21st Century Business Survival Skills</i><br>Grade 9, 10 (2.5 credits)<br>This course provides students with the knowledge and skills necessary to achieve success in the workplace, post secondary education, and daily life.<br><i>*This course is offered in the Spring semester. Fall semester is Business Technology.</i>   |            |                           |      |  |
|   | 0720       | ACCOUNTING 1              | 5.00 |  |
| <i>Accounting I</i><br>Grade 10, 11, 12 (5 credits)<br>Accounting is the language of business and will be required of anyone attending a business school or pursuing a major or minor in business in college. If students do not understand the material/are absent/home instruction etc. there is no allotted time period to help them get caught up. Accounting builds from Chapter 1 on so if you miss chapter 1 you may not do well in the course. Computers/teacher made handouts are utilized to reinforce accounting cycle knowledge and give students a realistic view of how many businesses perform accounting tasks.<br><i>* Personal Financial Literacy embedded in course.</i> |            |                           |      |  |

# ADD A COURSE REQUEST

The course you selected will now show on your Course Request list



If you selected a course in error or if you would like to remove an elective choice, click the **X**

Course requests for the 2023 - 2024 school year.

| Course ID  | Title                  | Department     | Credits | Sub-Priority                     |
|--|------------------------|----------------|---------|----------------------------------|
|  0720 | ACCOUNTING 1           | Business       | 5.00    | <input type="button" value="v"/> |
| 0525   | CHEMISTRY HONORS       | Science        | 6.00    |                                  |
| 0226   | ENGLISH 10 HONORS      | English        | 5.00    |                                  |
| 0602   | FRENCH 2               | World Language | 5.00    |                                  |
| 0415   | GEOMETRY A             | Mathematics    | 5.00    |                                  |
| 0327   | US HISTORY 1 HONORS/AP | Social Studies | 5.00    |                                  |

Total Credits Requested: 31.00

Add Additional Course Requests

Department:

# ADD A COURSE REQUEST

Continue to add Elective Course Requests based on your grade level

You can select different departments by clicking on the Department drop down menu

## Number of Elective Choices:

Current Grade 11 - select 6

Current Grade 10 - select 6

Current Grade 9 - select 5

Current Grade 8 - select 4



Course requests for the 2023 - 2024 school year.

| Course ID  | Title                  | Department     | Credits | Sub-Priority                     |
|--|------------------------|----------------|---------|----------------------------------|
|  0720 | ACCOUNTING 1           | Business       | 5.00    | <input type="button" value="v"/> |
| 0525   | CHEMISTRY HONORS       | Science        | 6.00    |                                  |
| 0226   | ENGLISH 10 HONORS      | English        | 5.00    |                                  |
| 0602   | FRENCH 2               | World Language | 5.00    |                                  |
| 0415   | GEOMETRY A             | Mathematics    | 5.00    |                                  |
| 0327   | US HISTORY 1 HONORS/AP | Social Studies | 5.00    |                                  |

Total Credits Requested: 31.00

Add Additional Course Requests

Department:

## Course requests for the 2023 - 2024 school year.

|   | Course ID | Title                  | Department               | Credits | Sub-Priority |
|---|-----------|------------------------|--------------------------|---------|--------------|
| X | 0720      | ACCOUNTING 1           | Business                 | 5.00    | ▼            |
| X | 0485      | APP DESIGN             | Computer Science         | 5.00    | ▼            |
| X | 0900      | ART 1                  | Visual Arts              | 5.00    | ▼            |
|   | 0525      | CHEMISTRY HONORS       | Science                  | 6.00    |              |
| X | 9040      | CONCERT CHOIR 1        | Performing Arts          | 5.00    | ▼            |
|   | 0226      | ENGLISH 10 HONORS      | English                  | 5.00    |              |
|   | 0602      | FRENCH 2               | World Language           | 5.00    |              |
|   | 0415      | GEOMETRY A             | Mathematics              | 5.00    |              |
| X | 0350      | MODEL UN 1             | Social Studies Electives | 5.00    | ▼            |
|   | 0327      | US HISTORY 1 HONORS/AP | Social Studies           | 5.00    |              |

Finalize Requests

Total Credits Requested: **51.00**

Set Priorities

Add Additional Course Requests

Department: --Please Select-- ▼

# REVIEW SELECTIONS

Edit and Revise selections as often as needed

## Course requests for the 2023 - 2024 school year.

|                                     | Course ID | Title                  | Department               | Credits | Sub-Priority |
|-------------------------------------|-----------|------------------------|--------------------------|---------|--------------|
| <input checked="" type="checkbox"/> | 0720      | ACCOUNTING 1           | Business                 | 5.00    | 3 ▼          |
| <input checked="" type="checkbox"/> | 0485      | APP DESIGN             | Computer Science         | 5.00    | 4 ▼          |
| <input checked="" type="checkbox"/> | 0900      | ART 1                  | Visual Arts              | 5.00    | 1 ▼          |
|                                     | 0525      | CHEMISTRY HONORS       | Science                  | 6.00    |              |
| <input checked="" type="checkbox"/> | 9040      | CONCERT CHOIR 1        | Performing Arts          | 5.00    | 2 ▼          |
|                                     | 0226      | ENGLISH 10 HONORS      | English                  | 5.00    |              |
|                                     | 0602      | FRENCH 2               | World Language           | 5.00    |              |
|                                     | 0415      | GEOMETRY A             | Mathematics              | 5.00    |              |
| <input checked="" type="checkbox"/> | 0350      | MODEL UN 1             | Social Studies Electives | 5.00    | 5 ▼          |
|                                     | 0327      | US HISTORY 1 HONORS/AP | Social Studies           | 5.00    |              |

Total Credits Requested: **51.00**

# PRIORITIZE COURSE REQUESTS

In the Sub-Priority column,  
select the Priority Level of  
your course request

1 - first choice (most  
important)

## Course requests for the 2023 - 2024 school year.

|   | Course ID | Title                  | Department               | Credits | Sub-Priority |
|---|-----------|------------------------|--------------------------|---------|--------------|
| X | 0720      | ACCOUNTING 1           | Business                 | 5.00    | 3 ▼          |
| X | 0485      | APP DESIGN             | Computer Science         | 5.00    | 4 ▼          |
| X | 0900      | ART 1                  | Visual Arts              | 5.00    | 1 ▼          |
|   | 0525      | CHEMISTRY HONORS       | Science                  | 6.00    |              |
| X | 9040      | CONCERT CHOIR 1        | Performing Arts          | 5.00    | 2 ▼          |
|   | 0226      | ENGLISH 10 HONORS      | English                  | 5.00    |              |
|   | 0602      | FRENCH 2               | World Language           | 5.00    |              |
|   | 0415      | GEOMETRY A             | Mathematics              | 5.00    |              |
| X | 0350      | MODEL UN 1             | Social Studies Electives | 5.00    | 5 ▼          |
|   | 0327      | US HISTORY 1 HONORS/AP | Social Studies           | 5.00    |              |

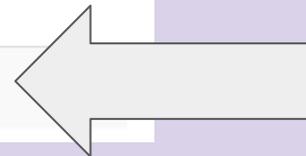
Finalize Requests

Total Credits Requested: 51.00

Set Priorities

# SAVE REQUESTS

Click SET PRIORITIES



# PHYSICAL EDUCATION ELECTIVES

(Grade 9, 10, 11 only)

Select Health\_PE from the  
Drop Down menu

| Course ID | Title                  | Department               | Credits | Sub-Priority |
|-----------|------------------------|--------------------------|---------|--------------|
| X 0720    | ACCOUNTING 1           | Business                 | 5.00    | 3 ▼          |
| X 0485    | APP DESIGN             | Computer Science         | 5.00    | 4 ▼          |
| X 0900    | ART 1                  | Visual Arts              | 5.00    | 1 ▼          |
| 0525      | CHEMISTRY HONORS       | Science                  | 6.00    |              |
| X 9040    | CONCERT CHOIR 1        | Performing Arts          | 5.00    | 2 ▼          |
| 0226      | ENGLISH 10 HONORS      | English                  | 5.00    |              |
| 0602      | FRENCH 2               | World Language           | 5.00    |              |
| 0415      | GEOMETRY A             | Mathematics              | 5.00    |              |
| X 0350    | MODEL UN 1             | Social Studies Electives | 5.00    | 5 ▼          |
| 0327      | US HISTORY 1 HONORS/AP | Social Studies           | 5.00    |              |

Finalize

Total Credits Requested: 51.00

Set Priorities

- ✓ --Please Select--
- Business
- Computer Science
- Engineering
- English Electives
- Health\_PE
- Medical Science
- Performing Arts
- Science Electives
- Social Studies Electives
- Visual Arts
- Vocational

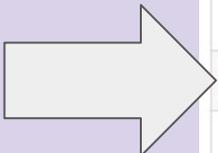
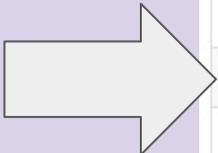
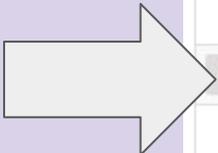
Translate:

# CHOOSE PE ELECTIVES

Select 3 PE Electives

You cannot take the same elective more than once

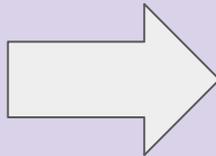
All electives say MP1 which is correct



| Add Additional Course Requests   |                    |      |  |  |
|--|--------------------|------|--|--|
| Department: Health_PE ▼  |                    |      |  |  |
| + 0130A  | BASKETBALL MP1     | 0.00 |  |  |
| Students will gain an understanding of how a wellness lifestyle affects one's health, fitness and physical performance. Understand basic basketball rules, terminology, and safety concerns. Demonstrate the six basic basketball skills of running, jumping, passing, catching, dribbling, and shooting.  |                    |      |  |  |
| + 0131A  | ICE SKATING MP1    | 0.00 |  |  |
| Students will learn the basic fundamentals of ice skating including skating forward and backward as well as stopping. Skating in circles and pivoting is introduced.   |                    |      |  |  |
| + 0132A  | TABLE TENNIS MP1   | 0.00 |  |  |
| In this class, you will learn about the fundamentals of Table Tennis and, we will be going over each of the techniques listed below so get ready for some real challenges and fun! Also, remember to look through the syllabus for information about passing the class.  |                    |      |  |  |
| + 0136A  | ULTIMATE GAMES MP1 | 0.00 |  |  |
| Badminton - a game with rackets in which a shuttlecock is played back and forth across a net.<br>Ultimate Frisbee - a team sport in which players seek to score points by passing a Frisbee to a teammate over the opposing team's goal line.<br>Pickleball - a game resembling tennis in which players use paddles to hit a perforated plastic ball over a net.   |                    |      |  |  |
| + 0133A  | VOLLEYBALL MP1     | 0.00 |  |  |
| This is an introductory course for those with limited or no playing experience. Instruction will include techniques for serving, passing, setting, spiking. There will be team play during the second half of the course.  |                    |      |  |  |
| + 0134A  | WEIGHT ROOM MP1    | 0.00 |  |  |
| This course is designed for the beginning or novice weight lifter, or for those who have experience lifting but lack proper instruction. Class will provide students with an understanding of the biomechanics involved, muscles used for a given exercise, and program development. Class will teach students the proper techniques of lifting and spotting. Students will also be provided information for putting together individual workout programs. This course is taught as a lifetime activity as an integral part of overall fitness. Proper gym etiquette is taught and expected. |                    |      |  |  |
| + 0135A  | WELLNESS MP1       | 0.00 |  |  |
| This course will include a regular and progressive walking program to improve cardiovascular fitness. The class will give students a way of keeping fit for a lifetime and learning the importance of daily activity in maintaining a healthy lifestyle. Students will be required to participate in a pre- and post- fitness test, set personal goals, and maintain individual exercise logs. The primary means of exercise will be walking. Students should expect to walk outdoors under most weather conditions.   |                    |      |  |  |

# REVIEW PE ELECTIVE CHOICES

PE Electives will show up in  
the Course Request List



**DO NOT PRIORITIZE  
YOUR PE ELECTIVES**

|   | Course ID | Title                  | Department               | Credits | Sub-Priority |
|---|-----------|------------------------|--------------------------|---------|--------------|
| X | 0720      | ACCOUNTING 1           | Business                 | 5.00    | 3 ▼          |
| X | 0485      | APP DESIGN             | Computer Science         | 5.00    | 4 ▼          |
| X | 0900      | ART 1                  | Visual Arts              | 5.00    | 1 ▼          |
|   | 0525      | CHEMISTRY HONORS       | Science                  | 6.00    |              |
| X | 9040      | CONCERT CHOIR 1        | Performing Arts          | 5.00    | 2 ▼          |
|   | 0226      | ENGLISH 10 HONORS      | English                  | 5.00    |              |
|   | 0602      | FRENCH 2               | World Language           | 5.00    |              |
|   | 0415      | GEOMETRY A             | Mathematics              | 5.00    |              |
| X | 0131A     | ICE SKATING MP1        | Health_PE                | 0.00    | ▼            |
| X | 0350      | MODEL UN 1             | Social Studies Electives | 5.00    | 5 ▼          |
| X | 0136A     | ULTIMATE GAMES MP1     | Health_PE                | 0.00    | ▼            |
|   | 0327      | US HISTORY 1 HONORS/AP | Social Studies           | 5.00    |              |
| X | 0133A     | VOLLEYBALL MP1         | Health_PE                | 0.00    | ▼            |

Finalize Requests Total Credits Requested: 51.00 Set Priorities

# REVIEW SELECTIONS

Show Parents/Guardians your  
selections

Edit as needed

## Course requests for the 2023 - 2024 school year.

|   | Course ID | Title                  | Department               | Credits | Sub-Priority |
|---|-----------|------------------------|--------------------------|---------|--------------|
| X | 0720      | ACCOUNTING 1           | Business                 | 5.00    | 5 ▼          |
| X | 0485      | APP DESIGN             | Computer Science         | 5.00    | 4 ▼          |
| X | 0900      | ART 1                  | Visual Arts              | 5.00    | 1 ▼          |
|   | 0525      | CHEMISTRY HONORS       | Science                  | 6.00    |              |
| X | 9040      | CONCERT CHOIR 1        | Performing Arts          | 5.00    | 2 ▼          |
|   | 0226      | ENGLISH 10 HONORS      | English                  | 5.00    |              |
|   | 0602      | FRENCH 2               | World Language           | 5.00    |              |
|   | 0415      | GEOMETRY A             | Mathematics              | 5.00    |              |
| X | 0350      | MODEL UN 1             | Social Studies Electives | 5.00    | 3 ▼          |
| X | 0132A     | TABLE TENNIS MP1       | Health_PE                | 0.00    | ▼            |
| X | 0136A     | ULTIMATE GAMES MP1     | Health_PE                | 0.00    | ▼            |
|   | 0327      | US HISTORY 1 HONORS/AP | Social Studies           | 5.00    |              |
| X | 0135A     | WELLNESS MP1           | Health_PE                | 0.00    | ▼            |

Finalize Requests Total Credits Requested: 51.00 Set Priorities

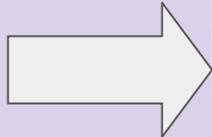
# FINALIZE COURSE REQUESTS

Once you finalize your requests, they cannot be changed

**DO NOT** Finalize your requests until you are 100% certain of your choices

Counselors **WILL NOT** be able to edit your course requests

When you are ready, click the "FINALIZE REQUEST"



Course requests for the 2023 - 2024 school year.

| Course ID | Title                  | Department               | Credits | Sub-Priority |
|-----------|------------------------|--------------------------|---------|--------------|
| X 0720    | ACCOUNTING 1           | Business                 | 5.00    | 5 ▼          |
| X 0485    | APP DESIGN             | Computer Science         | 5.00    | 4 ▼          |
| X 0900    | ART 1                  | Visual Arts              | 5.00    | 1 ▼          |
| 0525      | CHEMISTRY HONORS       | Science                  | 6.00    |              |
| X 9040    | CONCERT CHOIR 1        | Performing Arts          | 5.00    | 2 ▼          |
| 0226      | ENGLISH 10 HONORS      | English                  | 5.00    |              |
| 0602      | FRENCH 2               | World Language           | 5.00    |              |
| 0415      | GEOMETRY A             | Mathematics              | 5.00    |              |
| X 0350    | MODEL UN 1             | Social Studies Electives | 5.00    | 3 ▼          |
| X 0132A   | TABLE TENNIS MP1       | Health_PE                | 0.00    | ▼            |
| X 0136A   | ULTIMATE GAMES MP1     | Health_PE                | 0.00    | ▼            |
| 0327      | US HISTORY 1 HONORS/AP | Social Studies           | 5.00    |              |
| X 0135A   | WELLNESS MP1           | Health_PE                | 0.00    | ▼            |

Finalize Requests      Total Credits Requested: 51.00      Set Priorities

## Number of Elective Choices:

### **Class of 2024 (current grade 11)**

Select 6 Electives  
Select 3 PE Electives

### **Class of 2025 (current grade 10)**

Select 6 Electives  
Select 3 PE Electives

### **Class of 2026 (current grade 9)**

Select 5 Electives  
Select 3 PE Electives

### **Class of 2027 (current grade 8)**

Select 4 Electives