# GS LAKIE MIDDLE SCHOOL



## POWERSCHOOL OPTION COURSE SELECTION GUIDELINES

# LOG ONTO POWERSCHOOL
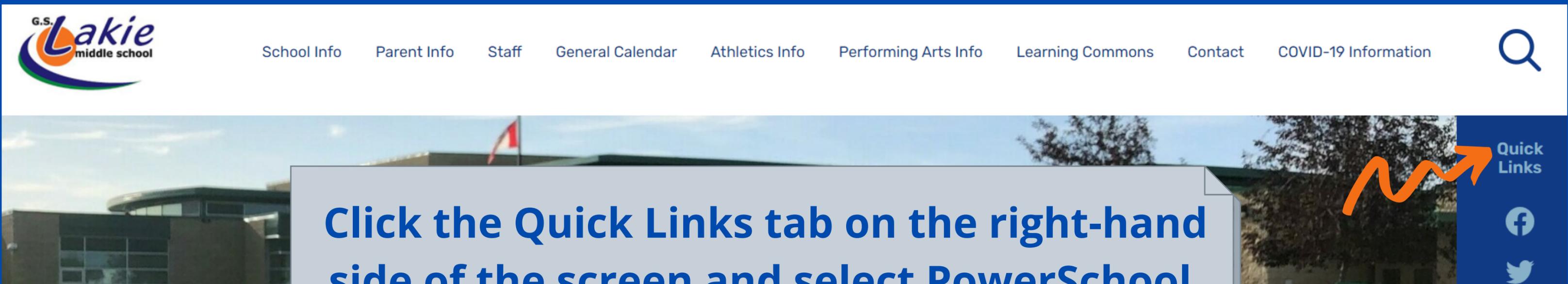
Be There

MAKE THEIR DAY

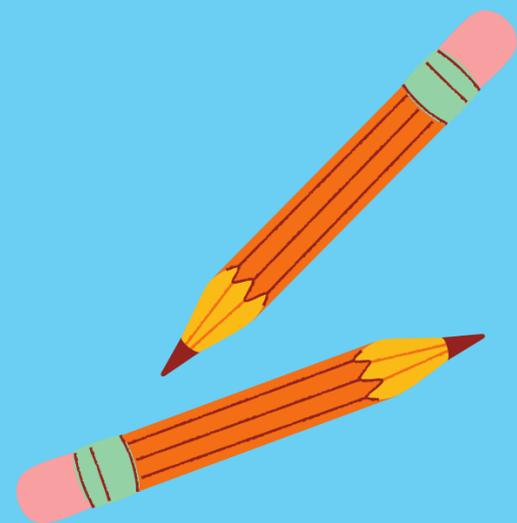Choose Your Attitude

PLAY

**Go directly to the parent portal:**

https://ps.lethsd.ab.ca/public/

**OR**

**Go to the GS Lakie Middle School Website**

G.S. Lakie middle school

School Info    Parent Info    Staff    General Calendar    Athletics Info    Performing Arts Info    Learning Commons    Contact    COVID-19 Information

Quick Links

**Click the Quick Links tab on the right-hand side of the screen and select PowerSchool**

# LOGGING INTO POWERSCHOOL

*Log into PS using either your parent login or your child's ID and Password*
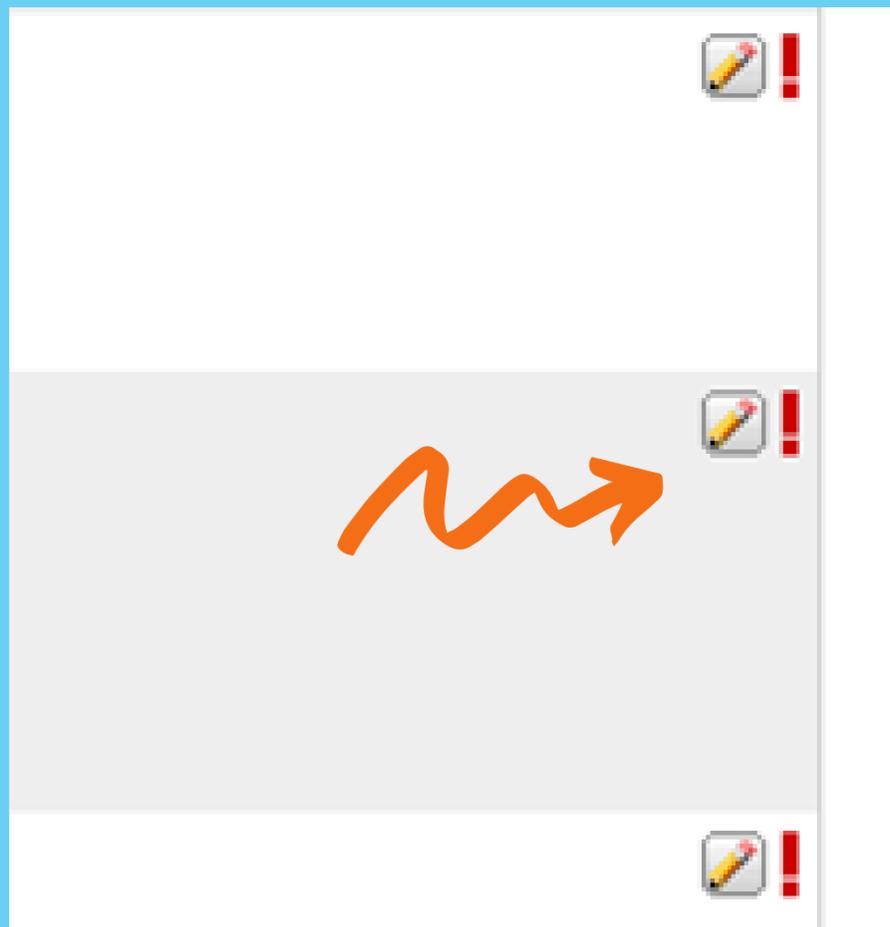
# SELECT CLASS REGISTRATION

## Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Teacher Comments
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Message Sender

# ON THE RIGHT HAND SIDE, SELECT THE PENCIL ICON TO SHOW THE OPTION CLASSES AND THEIR DESCRIPTIONS.

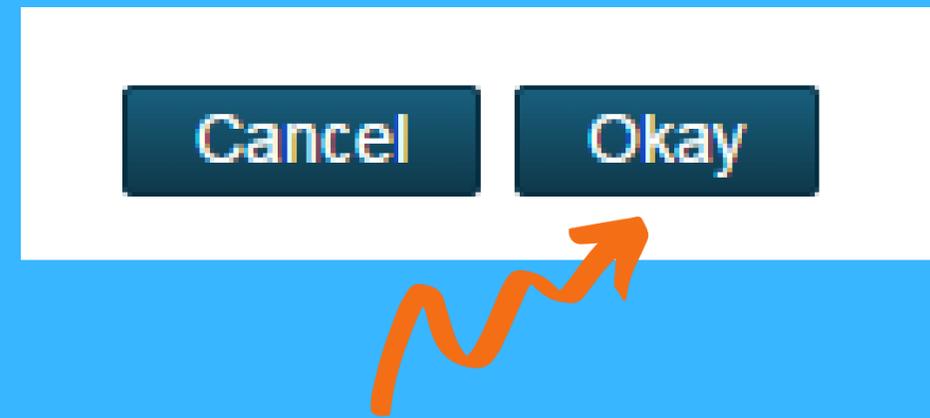You will need to do this for all pencils that have a red exclamation mark beside them.

# CHECKMARK THE BOX TO THE LEFT OF THE OPTIONS THAT YOU WOULD LIKE TO PARTICIPATE IN.

**Note:** There is more than one page to choose from. You are NOT ranking your choices, you are indicating those you would be interested in taking.

| | Art 6 | GSL610 | EVERYONE can draw and create art! If you think you can only draw a stick man, take this class, and you will amaze yourself at what you can do as an artist! Art is about making people feel, see or think | 0 |
|---|---|---|---|---|

ONCE YOU HAVE SELECTED YOUR CHOICES YOU <u>MUST CLICK THE</u> **OKAY** BUTTON AT THE BOTTOM OF THE PAGE

Cancel    Okay

Your request will not process in the system if you do not select the correct number of option choices.

# ONCE YOU HAVE HIT OKAY, YOUR SELECTIONS WILL SHOW UP ON YOUR MAIN CLASS REGISTRATION PAGE.

**Grade 6 Options**

From the list below, please select 8 additional option choices for the school year.

Number of requests to generate : 1

**Art 6**

GSL610 - 0 credits

EVERYONE can draw and

**Digital Art 6**

GSL627 - 0 credits

Digital Art 6 offers students

**Computers 6**

GSL628 - 0 credits

Computers 6 offers

# FINAL STEP:

# YOU MUST HIT SUBMIT ON THE COURSE REQUEST PAGE

**You have now completed the option registration process.**