

Course Plan Builder

The Course Plan Builder enables students to create course plans for Grades 7 and 8, and Grades 9 through 12, allowing for more seamless transitions between middle/high school and post-secondary school. The Course Plan Builder, located in the Learn section of the system, provides a road map to students, preparing them to meet college and career pathway requirements.

Step-by-step, the system takes users through the process of creating course plans. Students can use the recommended course plans from a particular career cluster to guide them in building their own course plans. Within each career cluster, there are also focused career pathways with more specific careers, programs and course plans. Students can also use these pathways to guide their high school plans. By default, each plan of study is named after the cluster or pathway it is based on. However, plans can be renamed.

Note that for Grades 7 and 8, the Clusters initiative does not include specific course recommendations. However, professional users can customize the course plan options to reflect their school's course offerings.

Students also have the option to create their course plans from scratch. Here, they build their own plans by entering the courses they intend to take -- courses that aren't based on clusters or pathways.

Plans are flexible, allowing students to explore and update their study plans. For each course, students specify the course status (planned, enrolled or complete), along with the credit they earned and the final grade they received.

Students can create multiple plans. However, one plan will always be the master plan. This master plan is prominently displayed on the Course Plan Builder's main page. The other alternate plans are designed as "sandboxes" where students can try out other career clusters and pathways and play with other course options. Students then have the option to make an alternate plan their master plan of study.

Students have the option to include additional courses in their plans -- courses that aren't "recommended." In the Additional Courses section, students can add courses from a list. The list contains all the available courses for the grade and subject area from the school's master course list.

However, if students decide to add courses that aren't part of a recommended course plan, they should make sure they're still meeting their school's graduation requirements and college entrance requirements.

Students can print their study plans in a usable format, which includes an area for signatures. They can also edit, delete and e-mail plans.



Professional Manual

Professional Users

Recommended courses for clusters and pathways are defined and updated in the system's Professional Tools under Site Administration by professional users with administrative privileges. Administrators can customize the course plans to include the specific recommended courses for their school, allowing students to build course plans that match the courses offered at the school and align with the school's graduation requirements. This makes the course planning more relevant and meaningful to students. Administrators also maintain the master course list in the Professional Tools under Site Administration.

Professional users can now lock students' high school course plans for improved reporting and tracking. This is done in the Professional Tools section under Tracker.

The Tracker section of Pro Tools also enables Professionals to see course plan status for students in a particular graduation year, class or group. Use the Track Course Plans link. You can also print a batch of student course plans for a class or group through the Batch Print Course Plans link.

Enhanced reporting features allow users to monitor students' progress with greater accuracy. The expanded Notes field improves communication between professional users and students.