

All rising 6th grade students must make a music course selection. The ParentVUE/StudentVUE portal will be open for students and parents to make these selections from January 21, 2020 through February 19, 2020.

➔ **Students log in using their Student ID and their *strong password*. Parents must have an active ParentVUE account.**

GENERAL OVERVIEW

- Students will use the StudentVUE web version to select either Band, Strings, Chorus or Music Lab. Course request selection is unavailable in the StudentVUE mobile app.
- 5th Grade Music teachers may use class time to allow students to make selections
 - **OR** the student may log into StudentVUE on any internet enabled computer (User ID = Student ID, password = strong password (created at school and used to log into an LCPS computer)).
 - **OR** parents may log into the web version of ParentVUE. Course request selection is unavailable in the ParentVUE mobile app. If you do not have a ParentVUE user name and password, please contact your child’s school to obtain a ParentVUE Activation Key letter to activate your account.

SELECTED COURSE REQUESTS SCREEN

The **Selected Course Requests** screen key areas and functions.

COURSE REQUEST

i The 2020-21 District Course Request window is open until April 30, 2020. The exact dates that students may select or edit course requests will be communicated by each school. School counselors and teachers will work with students to select the appropriate courses for the following school year. Download quick reference guides and watch videos about the course request process on the District ParentVUE pages.

Eagle Ridge MS (571-252-2140)
 2020-2021 School Year, Grade: 06

Selection Time Period: 1/18/2010 - 2/19/2020
 Counselor: HELEN NOLAN

Click here to change course requests

Selected Course Requests

Ln	Department	Course Title	Course ID	Elective	Comment
▶ 1	Music	Band 6	230000	Yes	

■ **Current Requests area:** Teacher recommendations will appear here **after** the music selection window closes.

■ **Course Title triangle:** Click on the triangle to view the course description.

■ **Click here to change course requests:** Click on this button to start making a music selection.

STEP 1: LOGGING INTO STUDENTVUE

Students log into their StudentVUE account to make course selections.

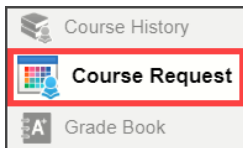
1. In a web browser go to <https://portal.lcps.org>.
2. Click on **I am a student**>>.
3. Enter your user name and password and click on **Login**. The student's user name is their school ID (lunch code). The student's password is the one created at the beginning of the school year to log into LCPS computers/devices.



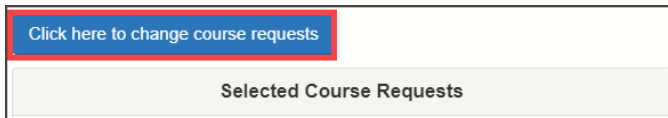
Note: Parents may log into their ParentVUE accounts by clicking on **I am a parent**>> and entering their *User ID* and *Password* (ParentVUE account must be active). If you have more than one child in LCPS, be sure to click on the name of your rising 6th grader after logging in.

STEP 2: MAKING A MUSIC COURSE SELECTION

1. Click on **Course Request** in the navigation menu. The **Course Request** screen appears.



2. Click on **Click here to change course requests**. The **Selected Course Requests** screen appears. Students may add their music selection here. Teacher recommendations and required courses will be entered by schools after the music selection window closes.



3. Click on the **Add Request** button next to the student's music selection. The request is added to the list at the top and is saved automatically.

Search Courses						
Action	Ln	Department	Course Title	Course ID	Elective	
<input type="button" value="Add Request"/> <input type="button" value="Add Alternate-"/>	1	Music	Band 6	230000	Yes	
<input type="button" value="Add Request"/> <input type="button" value="Add Alternate-"/>	2	Music	Chorus 6	235000	Yes	
<input type="button" value="Add Request"/> <input type="button" value="Add Alternate-"/>	3	Music	Music Lab 6	205000	Yes	
<input type="button" value="Add Request"/> <input type="button" value="Add Alternate-"/>	4	Music	Strings 6 L1	207000	Yes	

STEP 3: REMOVING A MUSIC SELECTION

Music course requests added by the student may be removed and changed at any time during the request window of 1/21/20 – 2/19/20.

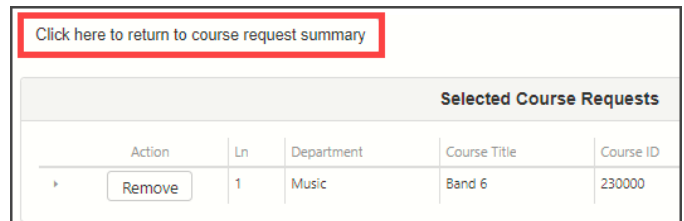
1. Click on the **Remove** button next to a **Course Request** to delete the selection.

Selected Course Requests				
Action	Ln	Department	Course Title	Course ID
<input type="button" value="Remove"/>	1	Music	Band 6	230000

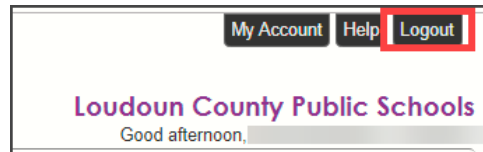
2. Repeat *Step 2: Making a Music Selection* to add a different music course request.

STEP 4: COMPLETING THE PROCESS

1. Once you finish making your music selection, click on the **Click here to return to course request summary** button.



2. Click on the **Logout** button.



ADDITIONAL INFORMATION

More information including Frequently Asked Questions and videos on the process can be found on the [District ParentVUE pages](#).

Parents with ACTIVE ParentVUE accounts may to log into their ParentVUE account and make a music selection with their student by following the same steps.

Contact your child's school if you need your ParentVUE Activation Key.

[Download ParentVUE – Getting Started](#) (PDF) or watch the ParentVUE Activate Account videos (English and Spanish) on the [Getting Started Videos](#) page for steps on activating your ParentVUE account.