

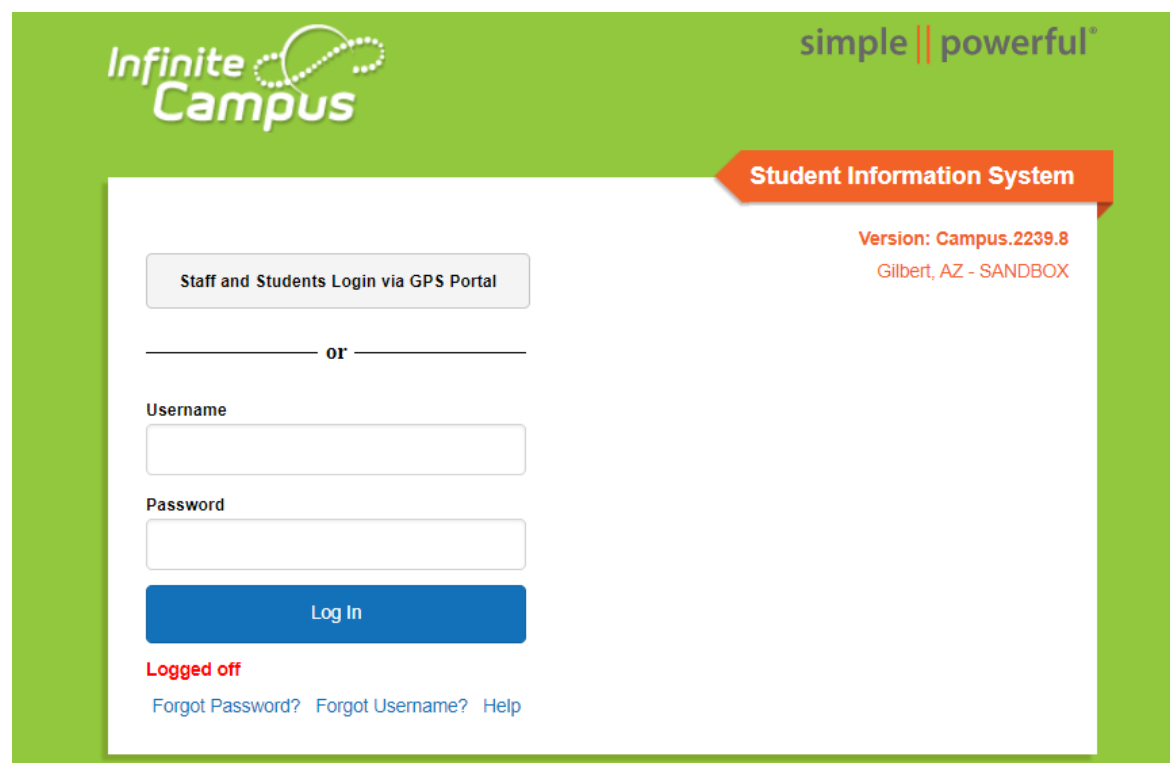
INFINITE CAMPUS COURSE SELECTION INSTRUCTIONS

PLEASE READ **ALL** OF THE DIRECTIONS BEFORE ENTERING DATA INTO THE COMPUTER.

All students will enter their elective course requests online in the student portal of Infinite Campus. Please have your course selection form completed prior to entering your course requests on the Infinite Campus Portal.

Access the Student Portal through Infinite Campus:

Below is an image of what the login screen should look like:



The image shows the login screen for the Infinite Campus Student Information System. The background is green with the Infinite Campus logo in the top left and the slogan "simple || powerful" in the top right. A white login form is centered, featuring a "Staff and Students Login via GPS Portal" button, a separator line with "or" in the middle, and input fields for "Username" and "Password". A blue "Log In" button is below the password field. At the bottom of the form, it says "Logged off" and provides links for "Forgot Password?", "Forgot Username?", and "Help". To the right of the form, an orange banner reads "Student Information System", and below it, the version "Version: Campus.2239.8" and "Gilbert, AZ - SANDBOX" are displayed.

Student Sign In

User name: same user name as students use for their Chromebooks <This is the portion of their school email address before the @gilbertschools.net>

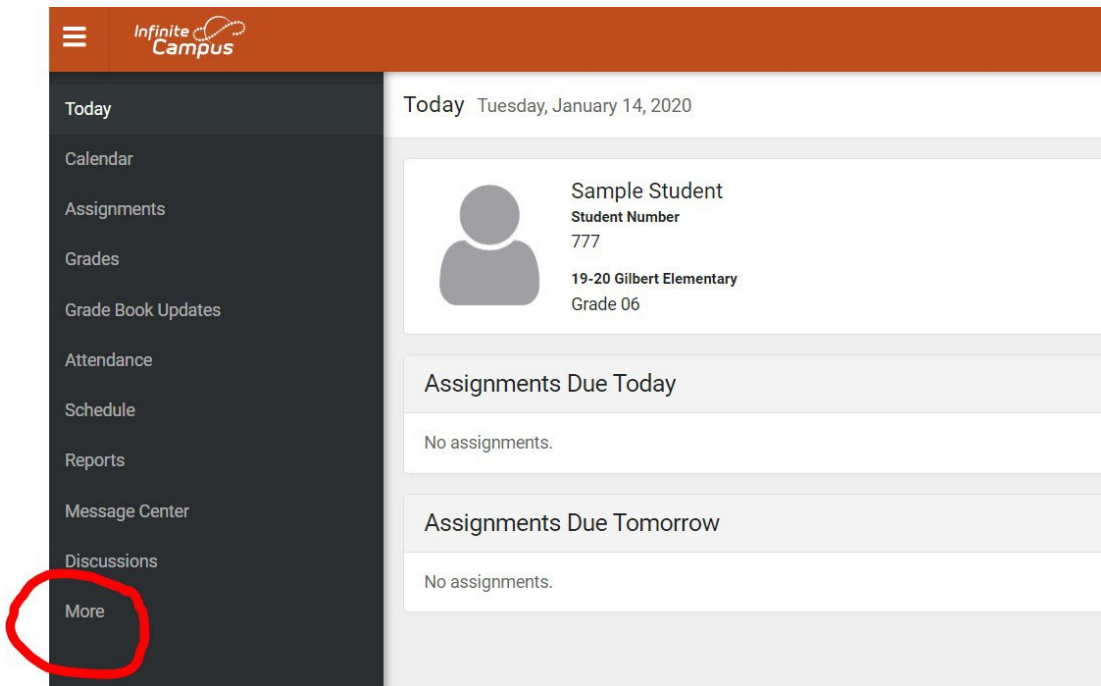
Password: gps <first initial> <last four numbers of student ID number>

Example: User name: jdsmith

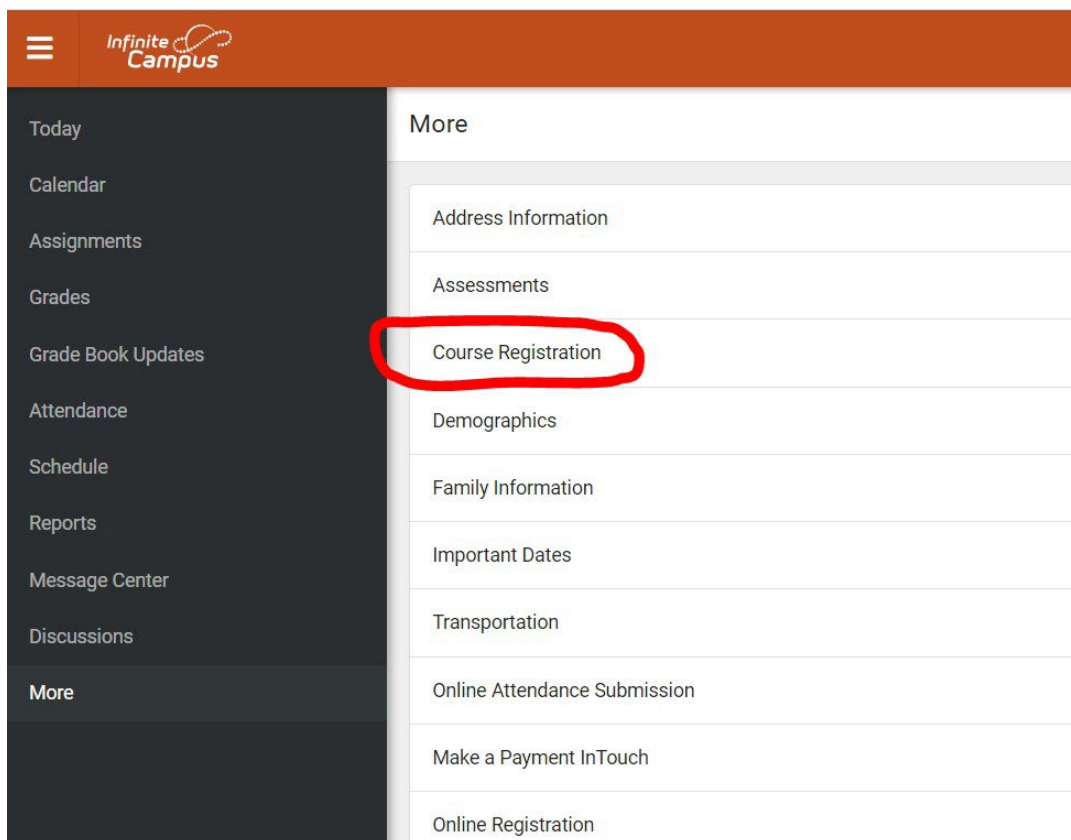
Password: gpsj7812

Accessing Course Selection Screen

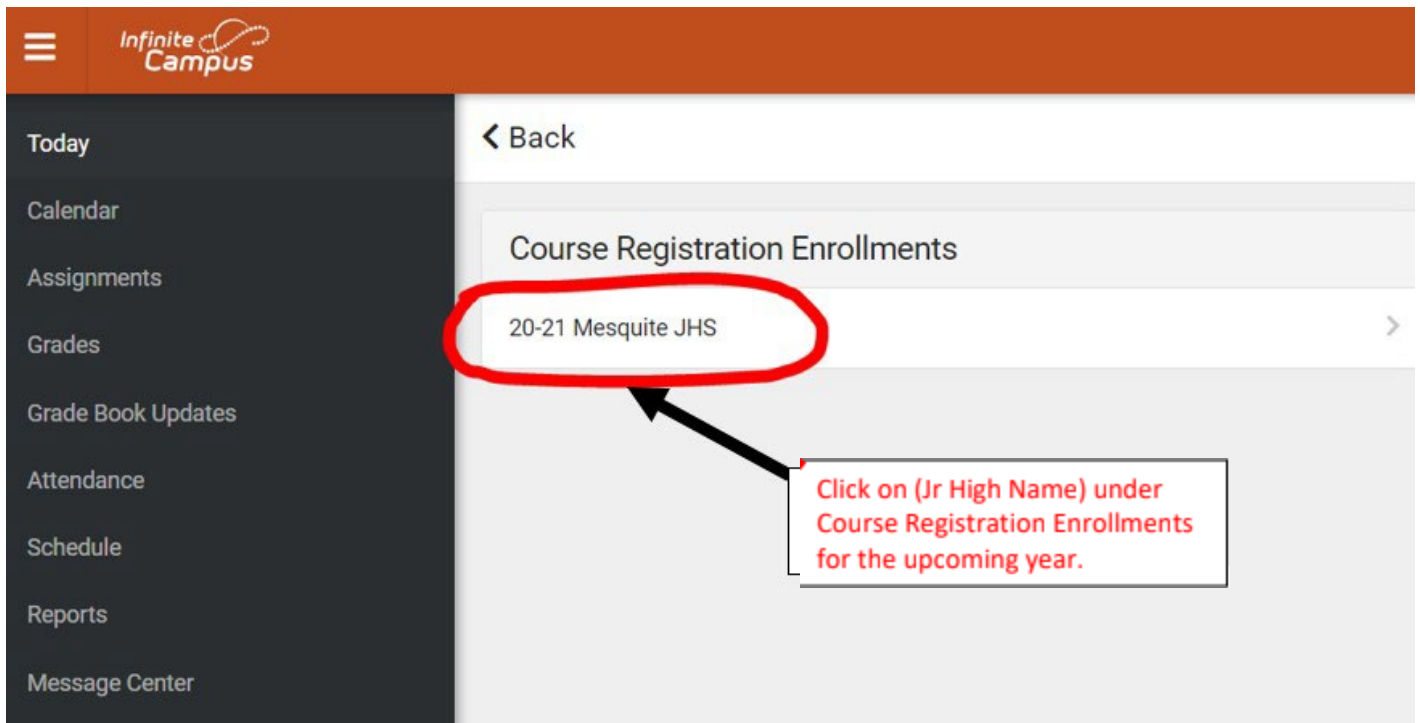
Once a student is logged in, he or she will be taken to the home page. To access the course selection screen, **click More -> Course Registration ->** This will take the student to the **Course Registration Enrollments screen**. Click on junior high school name to begin.



The screenshot shows the Infinite Campus interface. The top navigation bar is orange with the Infinite Campus logo. A dark sidebar on the left contains a list of menu items: Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Reports, Message Center, Discussions, and More. The 'More' item is circled in red. The main content area shows the date 'Today Tuesday, January 14, 2020', a student profile for 'Sample Student' (Student Number 777, 19-20 Gilbert Elementary, Grade 06), and two sections for 'Assignments Due Today' and 'Assignments Due Tomorrow', both showing 'No assignments.'



The screenshot shows the 'More' menu expanded. The sidebar on the left now has 'More' highlighted. The main content area lists various options: Address Information, Assessments, Course Registration (circled in red), Demographics, Family Information, Important Dates, Transportation, Online Attendance Submission, Make a Payment InTouch, and Online Registration.



Infinite Campus

Today

Calendar

Assignments

Grades

Grade Book Updates

Attendance

Schedule

Reports

Message Center

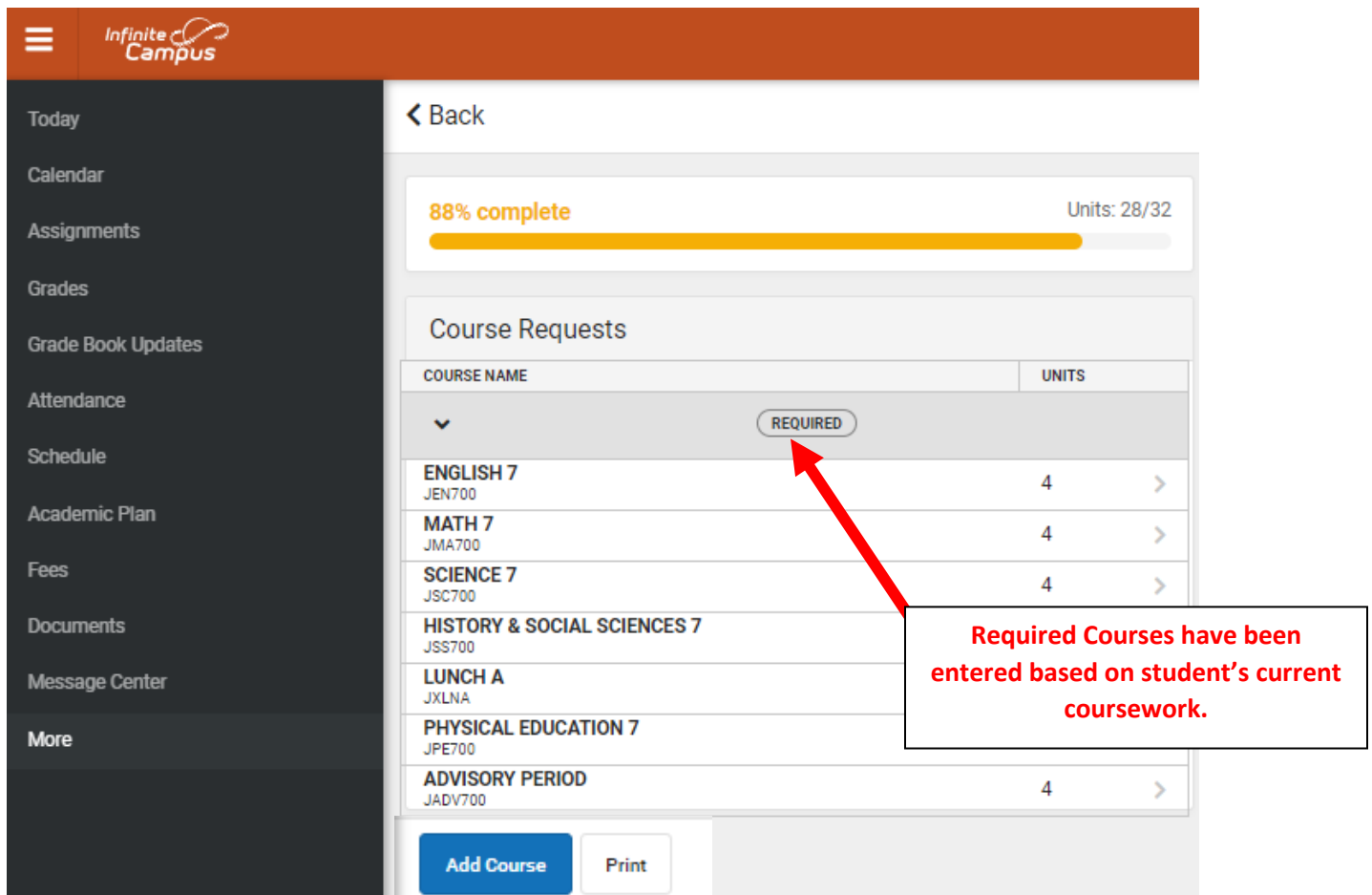
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Course Registration Enrollments

20-21 Mesquite JHS

Click on (Jr High Name) under Course Registration Enrollments for the upcoming year.

Course Selection Screen



Infinite Campus

Today

Calendar

Assignments

Grades

Grade Book Updates

Attendance

Schedule

Academic Plan

Fees

Documents

Message Center

More

< Back

88% complete Units: 28/32

Course Requests

COURSE NAME	UNITS
ENGLISH 7 JEN700	4
MATH 7 JMA700	4
SCIENCE 7 JSC700	4
HISTORY & SOCIAL SCIENCES 7 JSS700	
LUNCH A JXLNA	
PHYSICAL EDUCATION 7 JPE700	
ADVISORY PERIOD JADV700	4

REQUIRED

Required Courses have been entered based on student's current coursework.

Add Course Print

Selecting Elective Courses

Click on **Add Course**. Click on your first elective choice. Then **Add Request**. For example, Sample Student would like to take Orchestra 7. It is his first choice.

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88% complete Units: 28/32

Add Course

Search Courses

ACTION	COURSE NAME	UNITS
+ >	BAND 7 BRASS JMU760	4
+ >	BAND 7 WOODWINDS JMU780	4
+ >	BAND PERCUSSION 7 JMU740	4
+ >	BEGINNING BAND JMU950	4
+ >	BEGINNING CHOIR JMU982	4
+ >	BEGINNING ORCHESTRA JMU955	4
+ >	DRAMA I JCDR900	
+ >	MINI ART JBM1710	
+ >	ORCHESTRA 7 JMU730	4

Be sure to enter your elective requests
IN ORDER OF PREFERENCE.

Click on the course title to see a description of the course.

88% complete Units: 28/32

JMU730 - ORCHESTRA 7

Semester Grade - JHS Electives Credits: 0.500
Units: 4

This string ensemble covers fundamental and intermediate orchestra skills including tuning, vibrato, scales, third and second positions. Concerts will include classical, fiddling, and pop music.

Add Request Add Alternate

7th graders will have 1 "Requested" Elective.

100% Does not mean you are done with registration.

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100% complete Units: 32/32

JMU730 - ORCHESTRA 7 REQUEST

Semester Grade - JHS Electives Credits: 0.500
Units: 4

This string ensemble covers fundamental and intermediate orchestra skills including tuning, vibrato, scales, third and second positions. Concerts will include classical, fiddling, and pop music.

★ **100%** Does NOT mean you are done with your registration. ★

You MUST select Alternates!

7th graders should select a total of 2 alternates.

Add Request Add Alternate

Example 7th

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100% complete Units: 32/32

Add Course

Search Courses

ACTION	COURSE NAME	UNITS
+	BAND 7 BRASS JMU760	4 >
+	BAND 7 WOODWINDS JMU780	4 >
+	BAND PERCUSSION 7 JMU740	4 >
+	BEGINNING BAND JMU950	4 >
+	BEGINNING CHOIR JMU982	4 >
+	BEGINNING ORCHESTRA JMU955	4 >
×	DRAMA I JCDR900 (ALT)	4
×	MINI ART JBMI710 (ALT)	4
×	ORCHESTRA 7 JMU730 (REQ)	4

7th Grade:
Check that
you have one
REQ course
and 2 ALT
courses.

If you have successfully added your 2 alternate electives, your screen should look similar to the one above.

Select BACK for a final check of your selections



Print

When all courses are entered, your screen should look somewhat similar to the example below. After you have carefully reviewed your selections, you may click **PRINT**

100% complete Units: 32/32

Course Requests

COURSE NAME	UNITS
REQUIRED	
ENGLISH 7 JEN700	4
MATH 7 JMA700	4
SCIENCE 7 JSC700	4
HISTORY & SOCIAL SCIENCES 7 JSS700	4
LUNCH A JXLNA	4
PHYSICAL EDUCATION 7 JPE700	4
ADVISORY PERIOD JADV700	4
REQUESTS	
ORCHESTRA 7 JMU730	4
ALTERNATES	
DRAMA I JCDR900	4
MINI ART JBMI710	4

***Please be sure that you have selected two Alternate Courses. These are required in the event that your 1st choice is not available. Otherwise, electives will be selected for you at random.**

Student, Sample
Student Number: 999
Grade: 07

Requested Courses:

- JADV700 ADVISORY PERIOD
- JEN700 ENGLISH 7
- JSS700 HISTORY & SOCIAL SCIENCES 7
- JXLNA LUNCH A
- JMA700 MATH 7
- JMU730 ORCHESTRA 7
- JPE700 PHYSICAL EDUCATION 7
- JSC700 SCIENCE 7

Note: Even though Alternate Courses print in alphabetical order here, your order of preference from above has been recorded in Infinite Campus.

Alternate Courses:

- JCDR900 DRAMA I
- JBMI710 MINI ART

Courses with program priority displayed in bold.

***Sign and return Request Summary if required by your classroom teacher.**

Parent/Guardian Signature _____ Date _____

