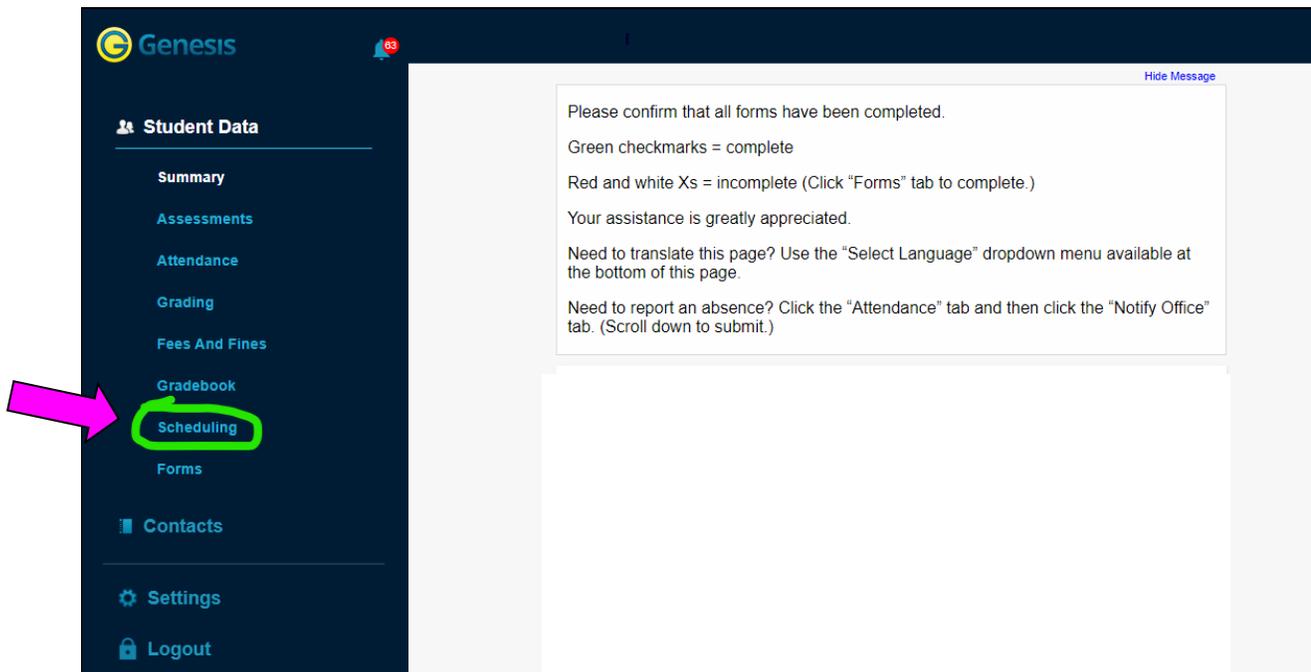


SRMS Course Selection Process (7th to 8th Grade)

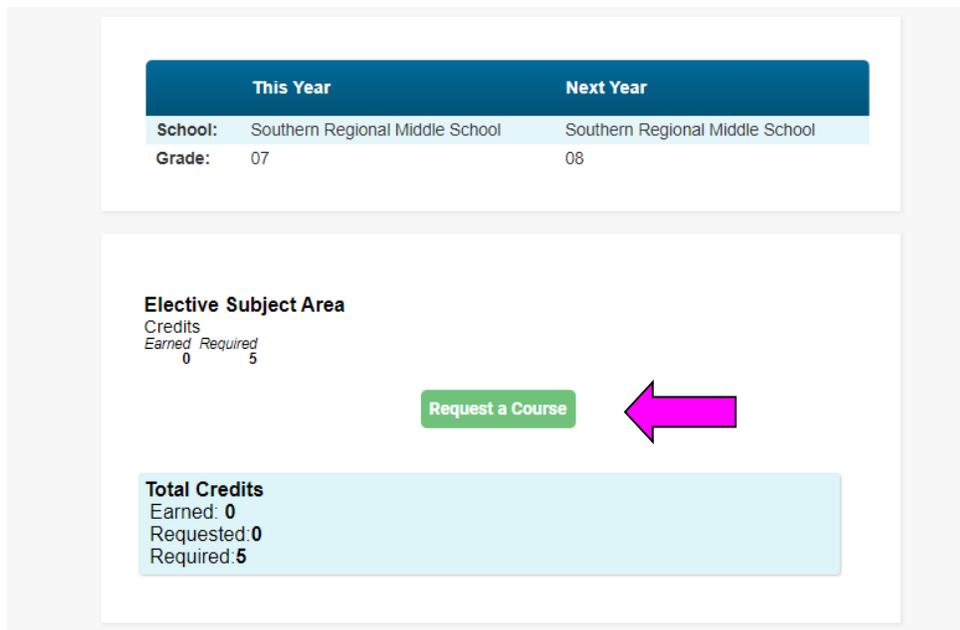
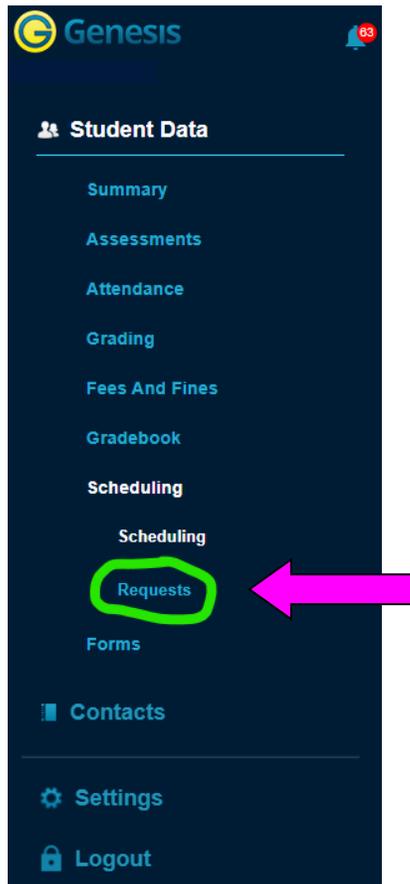
The course selection process for 7th graders moving to 8th grade will be completed in the Parent Portal February 12-21, 2024. The directions below will assist you in this process. Students also received course selection instructions in their social studies classes. For your reference, all scheduling information is located in the grade level link on the SRMS homepage.

Please note: If you access the Parent Portal from a mobile device, you will use the “Menu” tab to navigate through the different parts of the scheduling program.

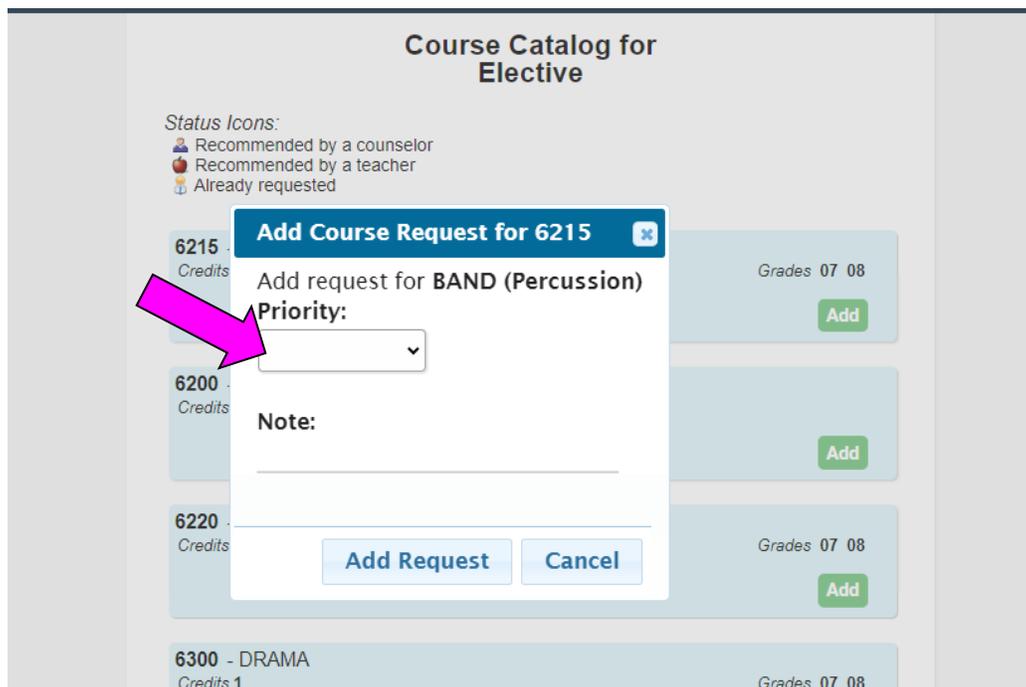
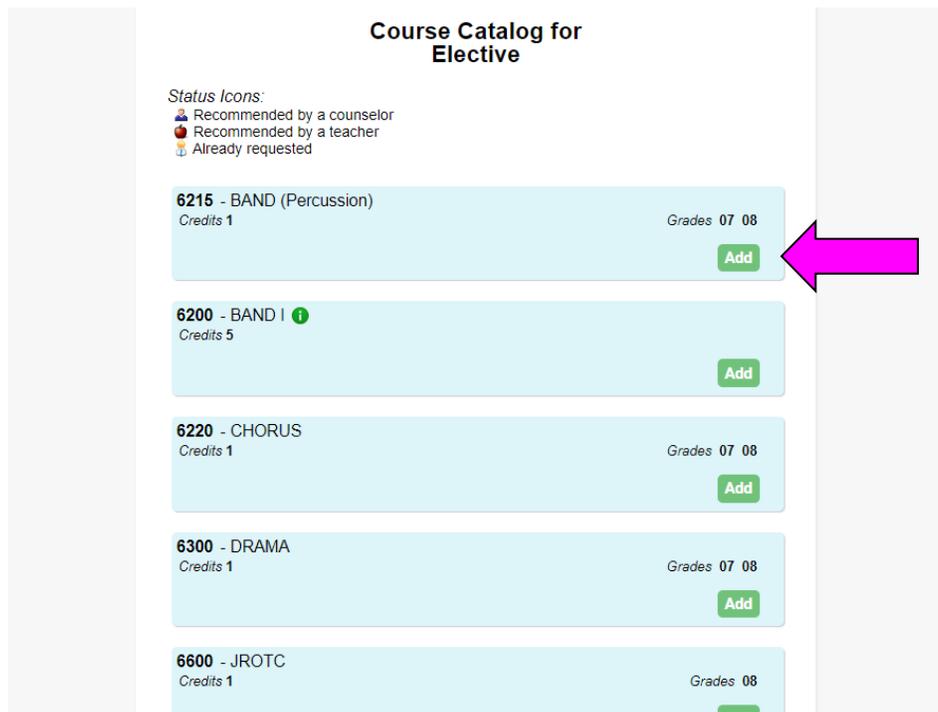
1. First, log in to the Parent Portal in Genesis. If you cannot access the portal, please reset your password by clicking “Forgot My Password” on the login screen. You will then receive an email from Genesis with a new temporary password.
2. On the left-hand side of the Summary page, select the “Scheduling” tab. This will take you to the scheduling page.



3. Review the math recommendation on this page. All students will be recommended for a math level.
4. Review the elective recommendation on this page. Whether your elective course for 7th grade was Encore or a full year elective (such as Band, Chorus, Strings, or MaxTap), that course will automatically appear on your course recommendation list. If you wish to keep the recommended elective, you do not have to take any further steps.
5. If you wish to select something different for 8th grade, click on the “Requests” tab, then click the “Request a course” link on the bottom right.



- Use the drop down box in the Priority column to make the change by selecting Priority "1". Then click the green "Request this Course" button. A dialog box will appear, please select "OK". If you are selecting anything other than Encore, follow the same process to identify your second choice for an elective and select "2" in the Priority column. Be sure your first and second requests are correctly indicated (priority 1 or 2).



- The course selection process is complete when you have selected your elective choice. All requests are automatically saved in Genesis.
- The Parent Portal scheduling window will remain open from Feb. 12-21, 2024.** If you make an error or if you would like to change an elective request, you can make the change in the Parent Portal as long as the scheduling tab remains open. To delete a request, select the trashcan icon in the far right column and select a new course.

After the course selection window closes, a guidance counselor will review your selection and contact you if there are any questions. If you need further assistance with this process, please contact your child's guidance counselor. Thank you and best wishes for a successful scheduling process.