

KELVIN GROVE STATE COLLEGE

Instructions to Assist with Elective Subject Selections

Year 9 Semester 2, 2020



Kelvin Grove State College

The Pursuit of Excellence With All Our Might

Year 9 Semester 2, 2020 Online Elective Subject Selections will be open between: 5:30pm, Wed 27 May → 9:00am, Fri 29 May

PREPARATION

- At least one week before selections open, students need to test that they are able to log into OneSchool (step 1 on next page). Students with accounts needing attention should visit the student help desk in the Library ASAP so that the issue can be rectified.
- Students need to plan to have access to an appropriate device and internet connection for their subject selections. If required, the library computers (and wi-fi) are available for use from 8 to 9am, and 3 to 4:45pm Monday to Friday.
- Students should have carefully considered their individual study and career pathway options before making final choices. Students and parents / carers are strongly encouraged to consult the Year 9 Curriculum Guide, and also consider looking into the Senior Course Guide and online QTAC resources. The KGSC Guides are available under the relevant Middle and Senior Curriculum tabs on our College website.

CHOOSING YOUR TWO ELECTIVE SUBJECTS

In Year 9 students have an opportunity to study 2 elective subjects in each semester to supplement their 5 core subjects that run across the whole year. Although there will be some inherent subject knowledge carryover from Semester 1 to Semester 2, each elective subject is designed so that students can study either semester without studying the other. None of the elective subjects are pre-requisite subjects for year 10. Students will need to:

- Select two first preference subjects:** One first preference from the first listed column, and one first preference from second listed column.
- Select two second preference subjects:**
 - There is a chance that students might end up studying a second preference elective, so these choices must be made carefully.
 - These two second preference subjects will be considered only if it is not possible to place students in a first preference elective.

Students who are in an Excellence program and wish to continue must select their program as their first preference 'elective' in the column where it is listed.

OTHER IMPORTANT POINTS

- Information provided within the OneSchool subject selection website screens needs to be carefully considered.
- 'Subject Selection Rank Order' is able to be toggled.
- If there are subject clashes which prevent you from selecting a subject, these details should be included in the 'Notes' box (point 8 over page).
- Students need to be very aware that re-entering subject selections at any time up until close is possible, but by editing selections, the most recent time and date saved will be used as the time of selection for subject allocation purposes.
- Use the image to the right to plan which subjects to choose on each line.

ANSWERS TO FREQUENTLY ASKED QUESTIONS

- The time and date that selections were last saved will be used to place students in subjects.
- Due to resourcing demands, not every subject can be offered on every line.
- Excellence programs – Only students who know they are continuing, or have been accepted into these programs are to choose these options. Students who have not yet been accepted need to select subjects as though they are not in the program.
- Second preference subjects can't be Excellence programs. If an Excellence program is listed in as a second preference and it is not possible to place a student in a first preference, the student will be placed in another subject where there are places.
- Semester 1 and 2 elective selection processes are separate selection processes. Enrolment in a subject for Semester 1, has no bearing on placement in subjects for Semester 2.
- Allocation to electives is not linked to academic performance, unless specified in the Year 9 Curriculum Guide.
- Although second preference subjects are entered online one after the other, they will not be considered ordered for preference purposes.
- If a subject is full, or collapses due to insufficient interest, students who are affected will be placed a second preference subjects.
- Our priority is to place students in first choice subjects. Preferences for specific classes or teachers are not able to be considered.
- Once Semester commences, groups of students in elective classes may need to be changed without consultation until the end of Week 2. Notification of these changes will an email to the student and a new timetable issued in Period 1 of the day the change becomes effective.
- Subjects only operate if there are enough students choosing the subject. Extra classes may be created if there is demand and resources.
- Allocations to elective subjects will be displayed in the Year 9 area during the last week of Semester 1. These are not class lists.
- After subject allocations are displayed, requests for subject changes operate until the end of Week 2 in Semester 2. The full process is outlined in the document within curriculum tabs on our website and is basically an email to jsmyt22@eq.edu.au with parents copied in.
- Unfortunately the school has no control over the mechanics of the OneSchool online process, and sometimes the instructions in this sheet will have slight inaccuracies due to changes made by OneSchool.

The screenshot shows two columns of subject options, labeled 'Line 1' and 'Line 2'. Each column contains a list of subjects with a radio button next to each. The subjects listed include Visual Arts, Drama, KGSC Dance Excellence, Digital Technologies, Italian, Football Excellence, Health and Physical Education Extension, Volleyball Excellence, Literature, Stem Honours Program, Geography, Food Studies, Computer Aided Drafting, Industrial Technology and Design, Business, Japanese, and Dance. A 'Clear line' link is visible at the bottom of each column. A yellow arrow points to a '7' in a box, likely indicating a preference rank.

The screenshot shows the 'Subject Selection Rank Order' section. It contains a message: 'Subject Selections have been made'.

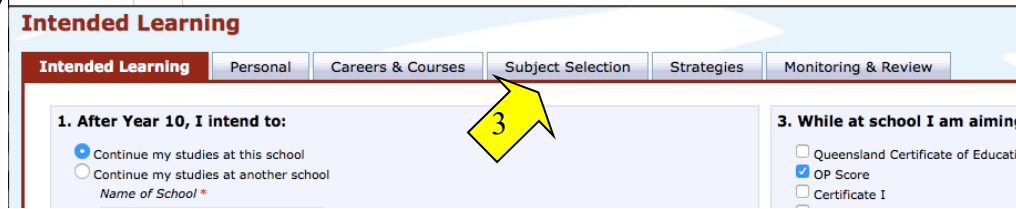
The screenshot shows the 'Preferences' section. It contains a form with a dropdown menu and a 'Delete Preference' button. The dropdown menu is labeled 'Please choose 2 subject preference(s)'. The 'Delete Preference' button is labeled 'Delete Preference'.

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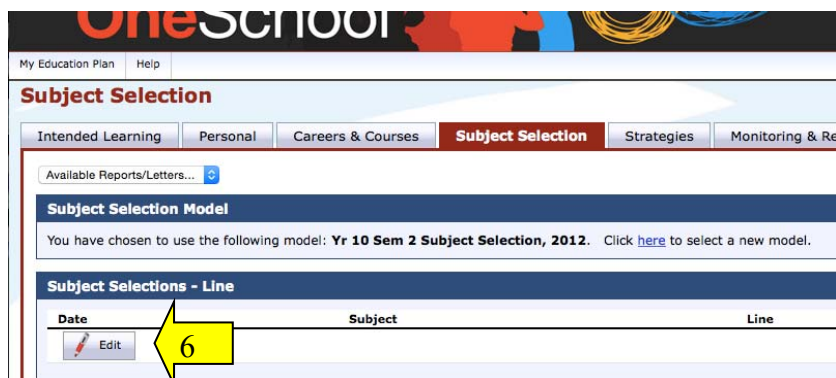
1. Go to <https://oslp.eq.edu.au> then enter your username and password as if logging onto a computer at school.
2. Select 'My Education Plan'.



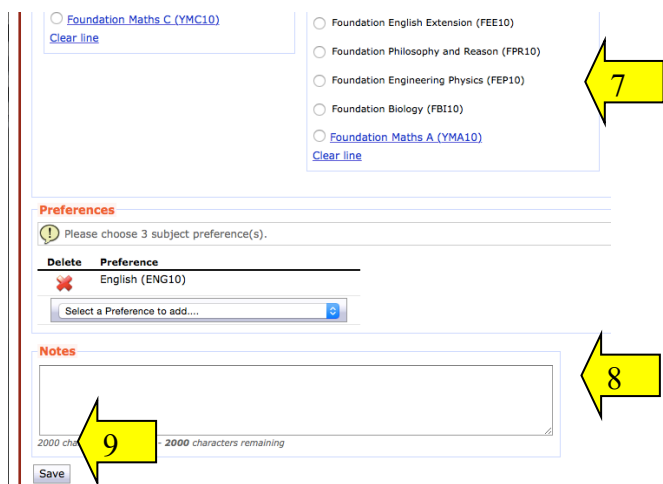
The screen shots used in this document are only an indication of what you will see for the 2020 selections, and may appear slightly different.



3. Select 'Subject Selections' tab.
4. Select 'here' in the 'Subject Selections' tab.
5. Select the module available reflective Year 9 Semester 2 Elective Subject Selection, 2020 and then press 'Save'.
6. Select the 'Edit' pencil, and read the instructions carefully before you begin selection.



7. Ensure you select 1 first preference subject from each of the 2 lines by left mouse clicking on your selection. Also select 2 additional preference subjects below these lines. The line offerings are listed on the previous page.



8. There is a 'notes' box at the bottom of the page for you to help inform the timetable with statements along the lines of:
 - I wanted to study (subject A) and (subject B), but this combination was not possible.
 - I am applying for Football Excellence, and if I am successful I would like to keep Art (not STEM) as my other elective.
 Writing in this box does not necessarily overwrite your selections, but will help allocate you to the correct classes.

IF YOU HAVE TECHNICAL DIFFICULTIES WITH ONESCHOOL:

1. Immediately screenshot, or capture the screen display on an image and make sure a date and time is included in the image.
2. Continue to enter your selections ASAP once the issue is resolved (even if this not on the same day). Email your screenshot and explanation to Jamie Smyth jsmyt22@eq.edu.au, and include a parent email in the cc section.

Reasons not accepted for being unable to, or late to complete selections include: 1. Being locked out of OneSchool due to inactivity. 2. Problems with personal devices or connectivity. 3. Attempting to log in before the advertised system opening time.