Instructions for Online Class Scheduling for Students

- Log into your Student Access account (Skyward)
- On the left-hand side under the home tab, select "Schedule"
- A current schedule will appear. (*Core classes and/or other classes scheduled based on student grade level and needs have already been scheduled*)
 - Please review that schedule.
 - Schedules run 7 periods a day earning .50 credit per semester. 8th period is an Advisory period which will earn .25 credit for the year.
- You can then select "Arena Scheduling" This is what you should see when you open this tab.

Arena Scheduling	Period:	Subjec	t	Teacher: (Last Name)		Apply Filter	Reset Filter	A	* (Ind)icators: A - Alternate Class F - Class is Full P - Class has Pre-Requisite C - Class has Co-Requisite			
		-	ILSON CREEK	JR SR I	HIGH SCHOOL) View/Print Scl	nedule Sul	mit So	hedul	e Messages			
Gradebook	Option Fit Seats Avail Cours			Course		Days Meet	Prd	Trm	Teacher	*Ind	Grades	
Attendance	Add	Yes	10	ADULT	ING 101	MTWRF	7	YR	TRACY WILSON		09-12	
	Add	Yes	15	AG SCI	ENCE III	MTWRF	4	YR	AMY JUDGE		09- 12	
student into	Add	Yes	/es 15 AG SCIENCE III		MTWRF	6	YR	AMY JUDGE		09-12		
ood Service	Add	Yes	10	BUSIN	ESS LAB -USE ONLY FOR SCH	MTWRF	4	YR	JACQUELINE FLOETKE		07-12	
Schedule	Add	Yes	20	BUSIN	ESS LAB -USE ONLY FOR SCH	MTWRF	6	YR	JACQUELINE FLOETKE		07-12	
activities	Add	Yes	15	CHEMI	STRY - 11TH/12TH GRADE	MTWRF	4	YR	CHRISTINA CHRISTOPHERSON	Р	11- 12	
Academic History	Add	Yes	30	CHORUS		MTWRF	6	YR	GAYNOR EDWARDS		09-12	
	Add	Yes	25	INTRO	TO COMPUTER PROGRAM	MTWRF	6	YR	ANNA THOMAS		09- 12	
ogin History	Add	Yes	18	CRIMIN	IAL JUSTICE	MTWRF	7	S1	NICHOLAS WEITZEL		09-12	
~	Add	Yes	20	DIGITA	L MEDIA	MTWRF	5	YR	ANNA THOMAS		11- 12	
	Add	Yes	25	ENTRE	PRENEURSHIP	MTWRF	5	S1	CHRISTINA CHRISTOPHERSON		10-12	
	Add	Yes	25	ENTRE	PRENEURSHIP	MTWRF	5	S2	CHRISTINA CHRISTOPHERSON		10-12	
	Add	Yes	20	HORTI	CULTURE I	MTWRF	5	YR	AMY JUDGE		08-12	
	Add	Yes	30	HORTI	CULTURE II	MTWRF	5	YR	AMY JUDGE	Р	10-12	
	Add	Yes	18	ONLINE	E SPANISH I	MTWRF	5	YR	JACQUELINE FLOETKE		10-12	
	Add	Yes	25	ONLINE	E SPANISH II	MTWRF	5	YR	JACQUELINE FLOETKE		10- 12	
	Add	Yes	25	POP CI	JLTURE STUDIES	MTWRF	7	\$2	ALEXANDER ATACADOR		09- 12	

To add a class - You can search for a class by period, subject, teacher and click on the add button if available.

eriod:	Subje	ect Teache	er (Last Name)		Apply Reset A Alternate Class F - Class is Full Filter P - Class has Pre-Requisite C - Class has Co-Requ						
		Selected Classe	s Submit	-		_	_		_		
ption	Fit	Course	Days fileet	Pro		Teach D. Han the	Eller and				
dd	No.	3-D DESIGN 1	A	1	82	2. Use the	vour sear	our search by Period. Subject			
dd	Yes	3-D DEST 3-D				and/or Teacher.					
bb	Yes					DAN					
dd	Yes	Class to yo	ur schedul	е,	2	DAN NEWMAN	10-12	Fine Arts	10431/01	180	
dd 🦊	Yes	3D ANIMATION		-	81	JASON HESS	10-12		81311/01	194	
bb	Yes	3D ANIMATION	в	6	S2	JASON HESS	10-12		81311/02	194	
dd	Yes	3D ANIMATION	в	8	-		-		81311/03	194	
dđ	Yes	ACCOUNTING 2 B ACCOUNTING 2 B ADV STUDIES RESEARCH B B			4	To view a description	of the	Career and Tech	83001/01	212	
dđ	Yes				course click on the course name			Career and Tech	83011/01	212	
dd	Yes				-		Other	02001/01	230		
dd	Yes	ADV STUDIES RESEARCH	8	5	81	RACHEL DEFRIEZ	11-12	Other	02001/02	221	
dd	Yes	ADV STUDIES RESEARCH	в	8	S2	MINDI PASKINS	11-12	Other	02002/01	230	
dd	Yes	ADV STUDIES RESEARCH			-	-	11-12	Other	02002/02	221	
dd	No	AEROBICS					12	Healthy Life	71241/01	153	
đđ	No	AEROBICS	5. Use t	ne "	v Cou	n box to search for use Description	- 12	Healthy Life	71241/02	153	
dd	Yes	AEROBICS	cours		, 50	nos secon pron.	12	Healthy Life	71241/03	153	
dd	Yes	AEROBICS	(Note: It wi	II only	y disp	lay those classes tha	Healthy Life	71241/04	153		

There is no "save" button. You are

viewing and changing your schedule in real time. When you return to the View/Print Schedule Tab-That is your schedule. If you have any problems or concerns, please contact the office at 509-345-2541 or accook@wilsoncreek.org.