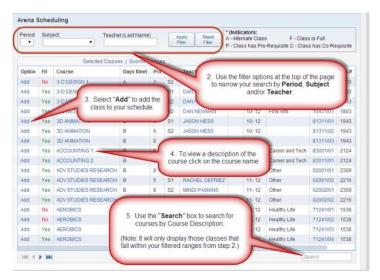
## **Instructions for Online Class Scheduling for Students**

- 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, 1.00 credit earned per year.
- You can then select "Arena Scheduling" This is what you should see when you open this tab.



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



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 acook@wilsoncreek.org.