



IHAVEAPLANIOWA COURSE PLANNING WORKSHEET

Beneath the **High School Planning** Tab, click on **Your Plan of Study**.

Your Plan of Study will allow you to:

- Follow an approved course plan using a Career Cluster or Pathway.
- Keep track of your course progress.
- Compare your progress with your high school graduation requirements.

1. To get started, click on **Create your course plan**.
2. Choose the **Career Cluster** that you feel best suits your interests.
If you're not sure, try taking the **Interest Profiler** assessment in the **Learn About Yourself** section to determine your top clusters.
3. Once you have selected a cluster, select which **Career Pathway** best matches your career plan. Click either **Learn More** for further information, or click **Use this Career Pathway to Build Your Plan**. If you don't see a pathway you like, you can choose a different Career Cluster.
4. To review **Iowa graduation requirements**, click on **See Details** for information on the number of course credits you'll require to graduate. When you're ready to proceed, click **Continue**.
5. **Edit your plan of study**. To enter the courses you have already taken, **click on the relevant class** beneath each grade.
6. Beneath **Status**, choose whether you are **planning to take this course**, are **currently enrolled** in it, or if it has been **completed**. When you have completed a course, you also have the option to include the grade you received.
 - To **add courses** that are not included in your plan of study, you can **type in** or **select the course name** from the pull-down menu, then enter the number of **credits received**, the **status** and **grade received** (*optional*).
 - Once you have edited or added your course information, click **Save** to be taken back to your course plan. You will notice that the course cells will turn light indicating that they have been updated.
7. The last column on your course plan helps you ensure that you are **meeting Iowa graduation requirements**, by comparing your total credits for each subject with the number of credits the requires for you to graduate. If you follow your course plan as outlined and pass all your classes, you will easily meet your grad requirements.
8. If you have a college in mind, click on **College Requirements** to if its entrance requirements are available, and ensure that you are taking the courses you need to get in. You can either **select from college profiles saved to your portfolio** and click **Compare**. Or you can **type in the name of the college** and click **Go** to select the college from a list.
9. When you're done creating your plan of study, scroll to the bottom of the page and choose to **make this your current plan**. Whenever you want to check out your high school course plan, you can just go to **Your Portfolio**, and click on **high school planning**.