

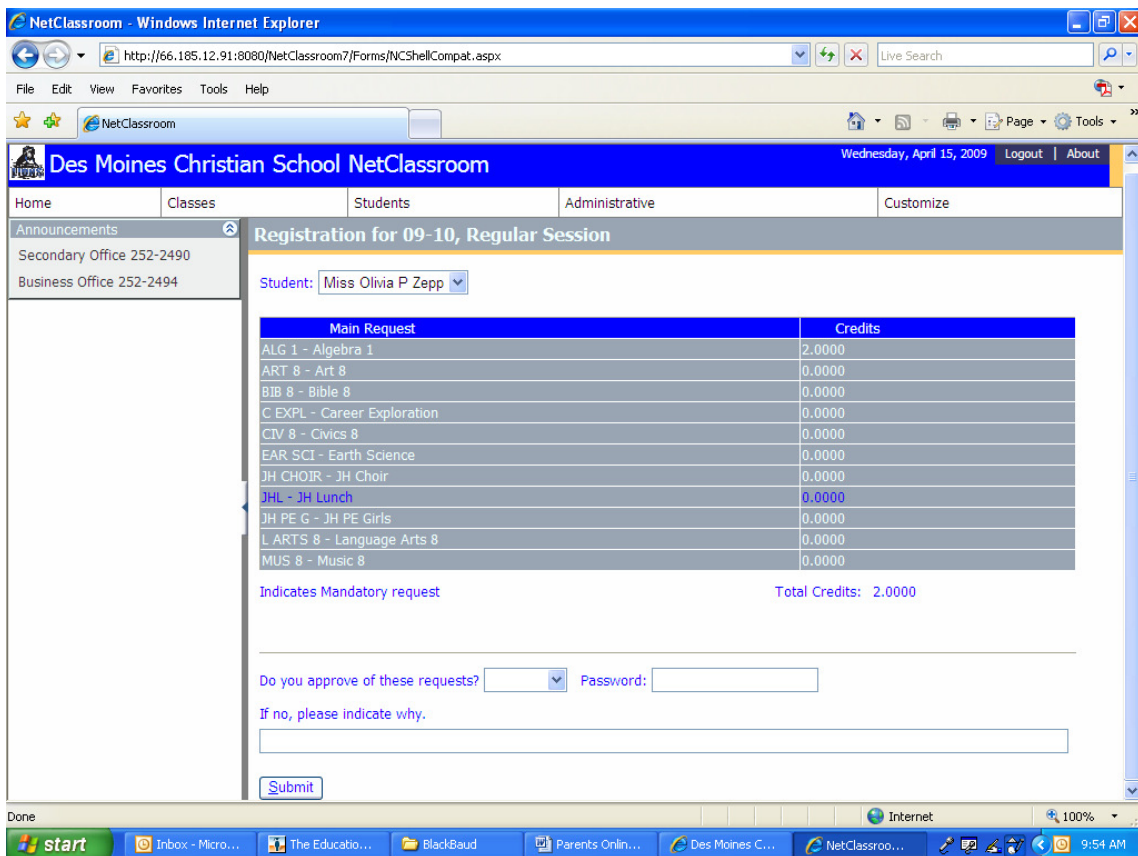
Parents: Online Course Requests

Viewing and Approving Course Requests

You can now view your students' requests for the 2011-2012 school year. Incoming seniors and juniors will register from 04/08/11 to 04/30/11; incoming sophomores and freshmen will register from 04/12/11 to 04/30/11. Junior high students will be able to register 04/13/2011.

1. On any computer, go to the Des Moines Christian homepage (dmcs.org) and select the *NetClassroom* tab at the top of the page.
2. On the *NetClassroom* login screen, enter your user ID and password.
3. From the **Classes** menu, select **Registration**. If you do not see **Registration** on the **Classes** menu, contact Laurie Zepp at 515-252-2490.

The student's requests appear in a grid.



The screenshot shows the NetClassroom interface in Internet Explorer. The page title is "Des Moines Christian School NetClassroom" and the date is Wednesday, April 15, 2009. The navigation menu includes Home, Classes, Students, Administrative, and Customize. The main content area is titled "Registration for 09-10, Regular Session" and shows a student selection dropdown set to "Miss Olivia P Zepp". Below this is a table of course requests with columns for "Main Request" and "Credits".

Main Request	Credits
ALG 1 - Algebra 1	2.0000
ART 8 - Art 8	0.0000
BIB 8 - Bible 8	0.0000
C EXPL - Career Exploration	0.0000
CIV 8 - Civics 8	0.0000
EAR SCI - Earth Science	0.0000
JH CHOIR - JH Choir	0.0000
JHL - JH Lunch	0.0000
JH PE G - JH PE Girls	0.0000
L ARTS 8 - Language Arts 8	0.0000
MUS 8 - Music 8	0.0000

Below the table, it indicates "Indicates Mandatory request" and "Total Credits: 2.0000". There is a dropdown menu for "Do you approve of these requests?" and a "Password:" field. A text area is provided for "If no, please indicate why." and a "Submit" button is at the bottom.

4. In **Do you approve of these requests?**, select "Yes" or "No".
5. If you select "No", enter an explanation in the field below.
6. In the **Password** field, enter your password for *NetClassroom*.
7. Click **Submit**.