



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

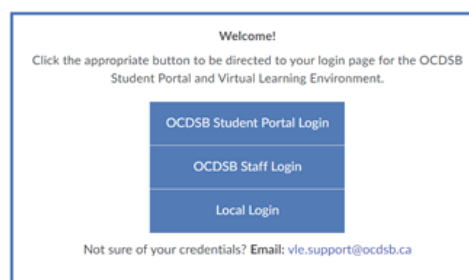


# SELECTING COURSES USING XELLO

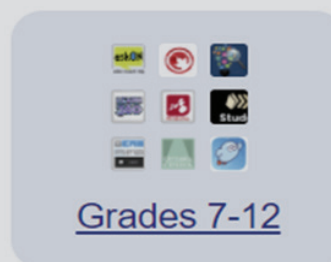
The OCDSB uses an online tool called *XELLO* for career exploration and course selection. The *Career Exploration* tool helps students build skills and knowledge to be future ready. The course selection tool helps students to select their high schools courses to achieve their pathway goals.

Follow the steps mentioned below to select your courses:

**STEP 1:** Log in to the *OCDSB Virtual Learning Environment*. Click in on the Login now button and use your Google credentials (example@ocdsb.ca) to login.



**STEP 2:** Click on "Grades 7-12"



**STEP 3:** Click on the "Xello" button



Xello

**STEP 4:** Select Course Planner



Goals & Plans

My Plans

Course Planner

**STEP 5:** Select courses under your grade level; start with English

+	Add English 10 1 cr.
+	Add Math 10 1 cr.
+	Add Science 10 1 cr.
+	Add History 10 1 cr.
+	Add Career Studies 10 0.5 cr.
+	Add Civics 10 0.5 cr.
+	Add Elective 10 12 Credits remaining

**STEP 6:** For some courses, you will need to choose a level

Foundations of Mathematics - Applied

Mathematics Essential

Principles of Mathematics - Academic

**STEP 7:** Once selected, click the "Add" button.

Add

**STEP 8:** Advance the screen using the arrow and continue to add courses until you have selected all requirements for your grade; then select Done.

Done

MATH 10 >

**STEP 9:** At the bottom of your course selection column, click on SUBMIT (once you click, your profile will be LOCKED)



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

