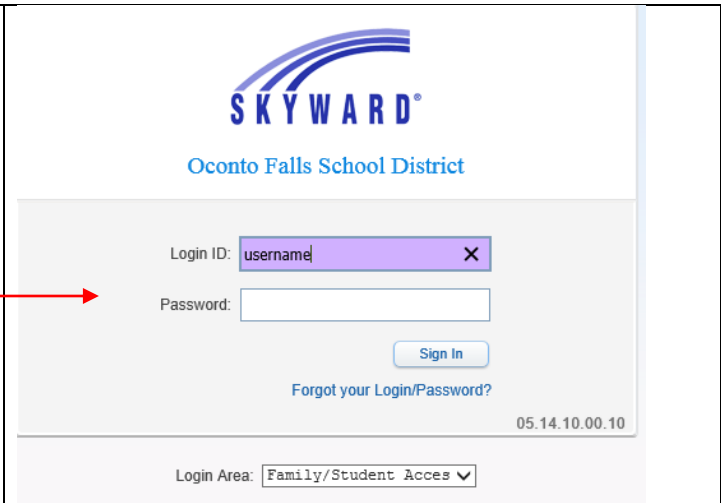
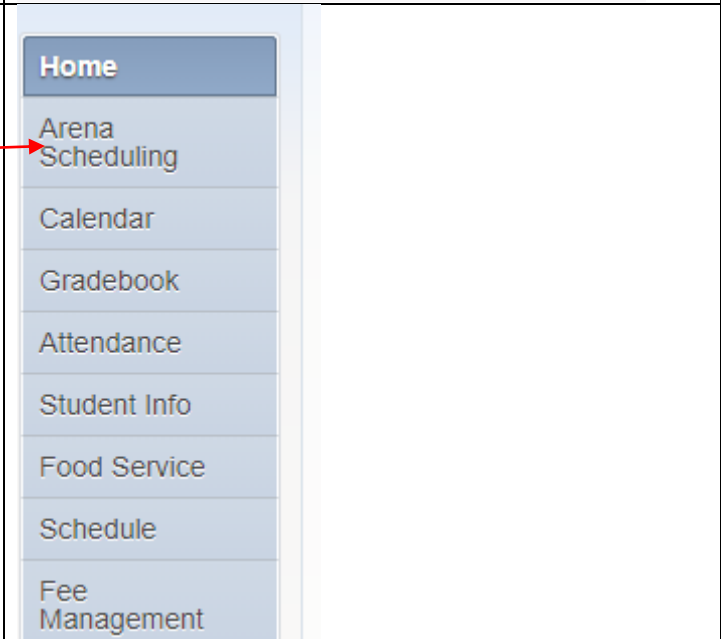


<p>1) Login to Parent Skyward</p> <p>(1)</p>	
<p>2) On the Left select Arena scheduling</p> <p>(2)</p>	

3) Scroll down to the **SUMMER SCHOOL SECTION**

4) Now choose the school year under the child's name

(3)

(4)

The screenshot shows a vertical list of school sections. At the top is a 'Home' button. Below it is 'Arena Scheduling'. The first section is 'WASHINGTON MIDDLE S', with a user icon and '2017 - 18' below it. The second section is 'OCONTO FALLS HIGH S', with a user icon, '2018 - 19', and '2018 - 19' below it. The third section is 'SUMMER SCHOOL', with a user icon, '2017 - 18', and '2017 - 18' below it. At the bottom is a 'Login History' button. A red arrow points from the label '(3)' to the 'SUMMER SCHOOL' header. Another red arrow points from the label '(4)' to the '2017 - 18' option under the 'SUMMER SCHOOL' section.

You will see the list of classes the child can enroll in

Option	Fit	Seats Avail	C
	Enr	16	S
Add	No	23	A
Add	Yes	37	A
Add	Yes	38	A
Add	Yes	53	E
Add	No	56	E
Add	Yes	53	E
Add	Yes	53	E
Add	Yes	52	E
Add	Yes	61	E
Add	Yes	38	E
Add	Yes	34	L
Add	Yes	39	C

To select a class click the add button in the option column

You can not select the add button if the Fit column says no or enr

Option	Fit	Seats Avail	C
	Enr	16	5P
Add	No	23	Al
Remove	Enr	36	Al
Add	Yes	38	Al
Add	Yes	53	Bj
Add	No	56	Bj
Add	No	53	Bj
Add	Yes	53	Bj
Add	Yes	52	Bj
Add	Yes	61	Bj
Add	Yes	38	Bj
Add	Yes	34	LE
Add	Yes	39	DI

When you are done select submit just above the course names

A second screen will pop up and you must select the submit schedule button to send to the office.

(SUMMER SCHOOL) Selected Classes **Submit Classes**

Option	Fit	Seats Avail	Course	
Arena Scheduling - Submit Class				
Open 6 2028				
Submit Schedule				
Term 1	Term 2	Term 3	Term 4	Ter
	5KANIMALALPADV ALISON CLAUSEN (13135/01) MTWRF Bldg: 102 Rm:	ANIMALSART KIM SEIZYK-TRUDELL (11046/01) MTWRF Bldg: 101 Rm: 201		

NOTE: Any changes needed after "Submit Schedule" is clicked must be made by calling Erika Bauer at Abrams Elementary School at 920-826-5819 Ext. 0.