



Roma Mitchell
Secondary College

YEAR 9 → 10 SUBJECT PREFERENCES 2024

Dear Parents and Caregivers

During this term all Year 9 into 10 students will need to select their elective subjects for 2024. For students moving into Year 10 and into the Senior School, we have built in additional subjects students can choose from so that they can begin to tailor their courses to better fit their career aspirations.

To support the elective selection process, Yungkurrinthe Marni teachers will be working with students in YM lessons to help them make the best choice.

As parents and caregivers, you will be able to support your child by reading the Curriculum Handbook which has descriptors of the subjects. A copy of the Handbook can be accessed here:

<https://rmsc.sa.edu.au/course-counselling-for-2024/>

In addition to the Curriculum handbook, we have also created a Sway to support students with making the right choices for their Secondary Education pathway. Attached is the QR link to the SWAY.



We have also made available parent access to the SSO software we use to make subject selections so that you can support your child with their selections. Detailed information about how to access the platform is included below.

The last day for finalising selections will be Friday the 22nd September (Week 9 Term 3).

Students will bring home a paper copy for you to sign and return this to their YM teacher.

SSO – SUBJECT SELECTION ONLINE:

Roma Mitchell Secondary College makes use of the SSO platform to assist with collecting student subject preferences.

The SSO website can be accessed online [HERE](#) or by scanning the QR code, update link and then you will need to follow the screen prompts below.



Government of South Australia
Department for Education



Special Campus | Middle Campus | Senior Campus | Girls' Campus

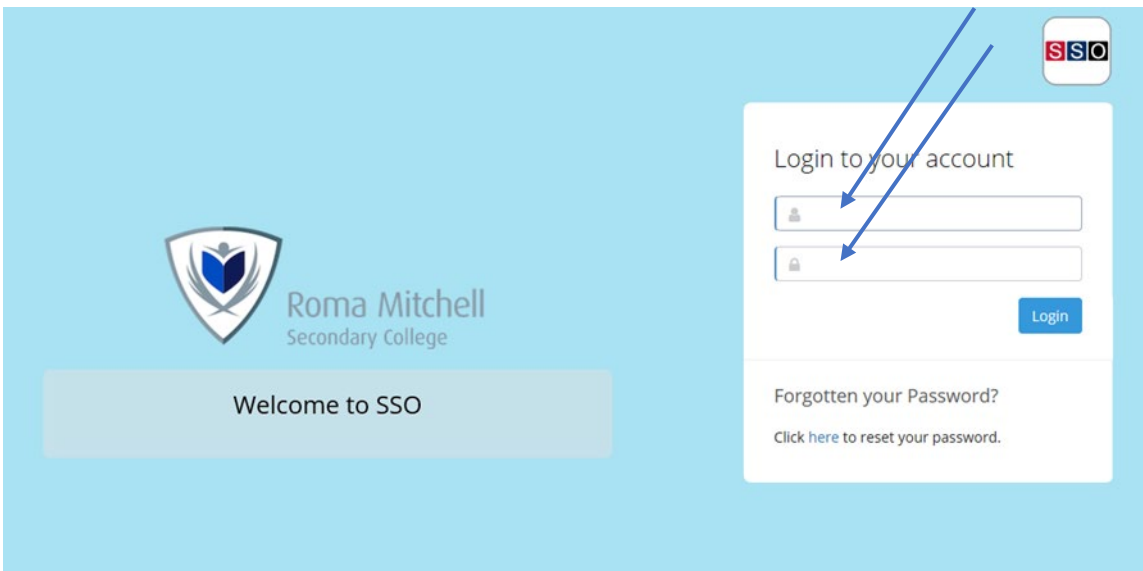
P (08) 8161 4600 | E dl.1902.info@schools.sa.edu.au

Briens Rd, Gepps Cross South Australia 5094

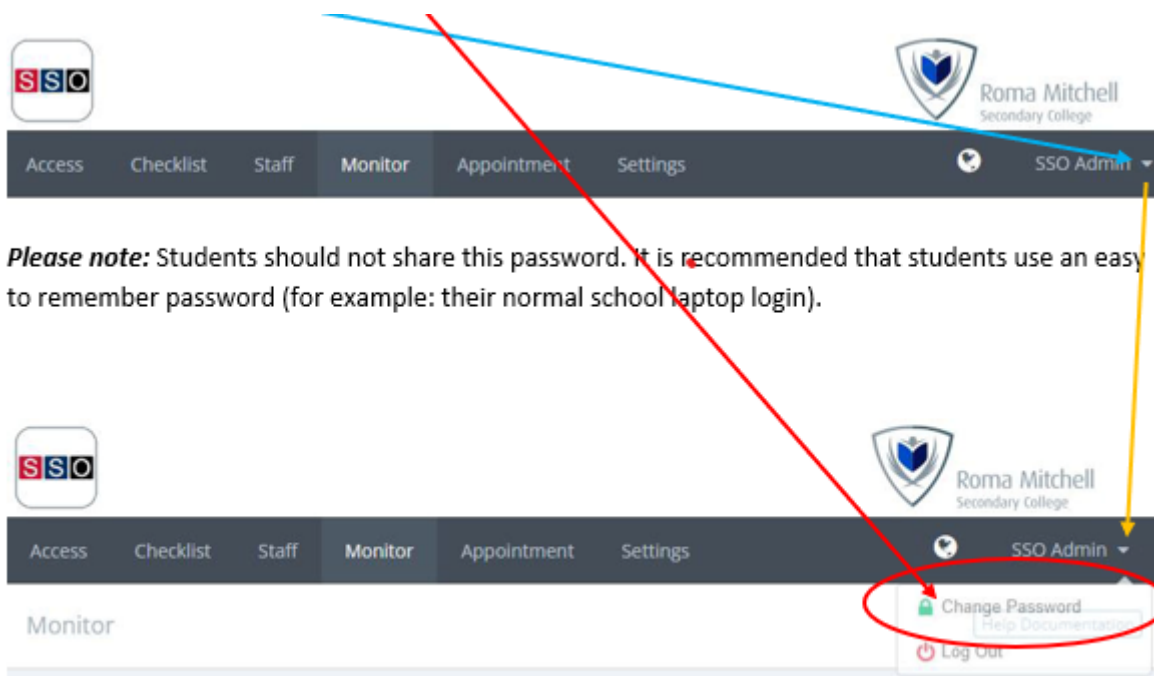
rmsc.sa.edu.au

LOGGING IN

To log in for the first time, students need to enter their student ID as both their ID and password.



Once logged in, hover the mouse pointer over student's name in the top right corner and using the drop-down arrow, change the password immediately.



Please note: Students should not share this password. It is recommended that students use an easy to remember password (for example: their normal school laptop login).

MAIN SCREEN

The main page has three sections – the left column, the central column, and the right data box.

LEFT COLUMN

Displays the steps required to complete selections. Incomplete tasks appear in **RED**.

Completed tasks appear in **BLUE**.

All sections will appear in **BLUE** when the subject selection process is completed and ready to generate reports (available from the databox on the right of screen).

RIGHT COLUMN - DATA BOX ('YOUR SELECTIONS')

Displays a live list of the subject selections entered. At the bottom of this data box are two buttons which generate reports as follows:

- Generate Selection Report – this creates a printable document recording your selections and requires the signatures of the student, parent/caregiver, and school delegate.
- Generate Payment Report – this creates a report of costs for subject specific fees (if applicable). The displayed fees are reflective of this year's costs and are approximates only. Actual costs will be defined prior to the commencement of subjects next year.

Please note: the above reports can only be generated when all subject selections have been completed and all actions in the left column are displayed in **BLUE**.

CENTRAL COLUMN

Displays instructions for students and families to help with their subject choices.

- Green boxes indicate where **more than** one choice is made.
- Holding the cursor over the \$ symbol, will show the associated cost of the subject and whether this cost is for a semester or the whole year.
- It is advisable to wait for each selection to auto save, before moving to select the next check box. This is so that the autosave option has time to save in the background without losing data.
- Selections can be 'un-selected' by clicking on them again.



FINALISING SUBJECT SELECTIONS

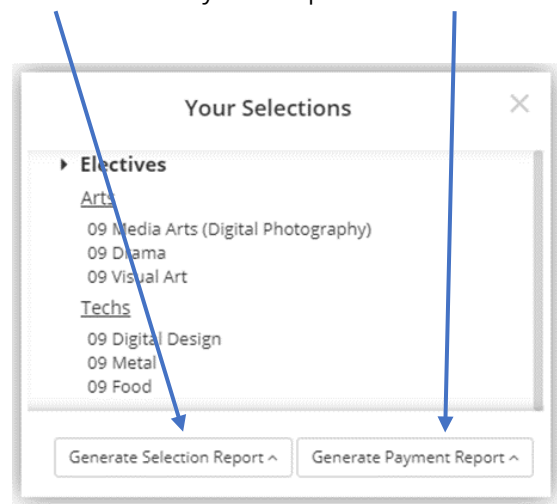
Once selections have been made, students are to generate reports below and print 2 copies

- Selection Report.
- Payment Report (only if any subject selected requires the payment of a fee)

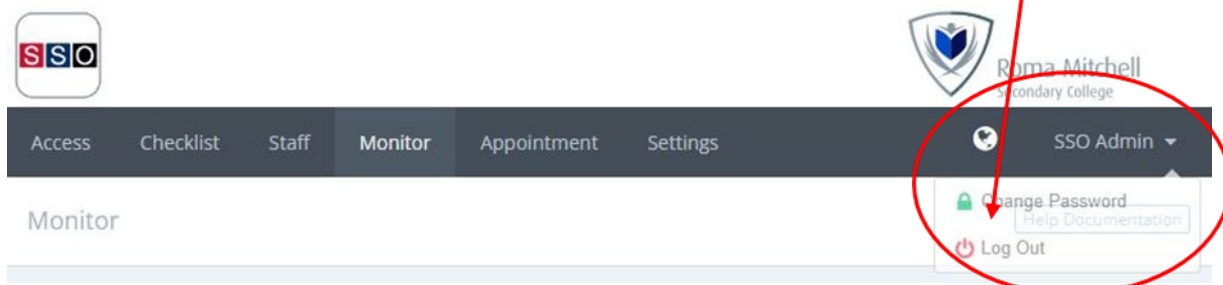
These reports are generated via the 'Generate Selection Report' and the 'Generate Payment Report' buttons in the right column of the main page.

Please note: all forms generated need to be signed by the student's parents/caregivers, then returned to the students Yungkurrinthe Marni teacher the next day.

Students and families are invited to contact relevant Directors of Curriculum if they have any questions or concerns.



Once students' subject selections have been finalised and reports have been printed, students will need to go back to the top of the main screen and select the drop-down arrow and log out.



If you have any additional questions, please don't hesitate to contact me.

Sincerely,


Lorraine Securo
Deputy Principal


Debbie Hall
Assistant Principal