ONESCHOOL – How to enter your Subject Selections electronically

1. Login to http://oslpeq.edu.au. If you log on at home you will see this screen below. If you log on to a computer at school you will go straight to Step 3.

2. Login using the same username and password that you use to log on to a computer at school.
   
   Example: Peter Smith - psmith10
   
   This is the first letter of you first name and the first four letters of your surname followed by the Number assigned to you at school. Your password is the one you have selected for yourself that no-one one else can know.

3. You may first get a screen asking you to accept entry into OneSchool. Please ACCEPT.
   
   The following screen will appear. Press submit

4. Click on the tab that says My Education Plan. Please note that an Year 10 Elective Subject Guide Booklet will be attached here to help you in making decisions. Open and peruse your options.
5. **Click on Subject Selection.** (You are welcome to fill in any other information on the other pages. This is for your Education plan)

6. **Click on the word “here” to select subjects.**
7. Click on the correct year level and semester for 2016 and click on save.

8. Click on Edit to actually select your subjects.
10. Go to top of page and on left hand side in Yellow CLICK: Return to Subject Selection

11. Click on Available Reports. Choose subject Selection from the drop down box.

12. Your Subject Page will open. Print copy of the Subject Selection Form.

Parents must sign the page.