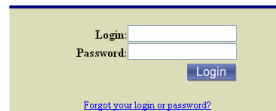


- From the Watertown Unified School District home page, www.watertown.k12.wi.us select the Skyward Family Access link.



- Log into Family/Student Access.



[System Requirements - Screen Resolution / Web Browser](#)

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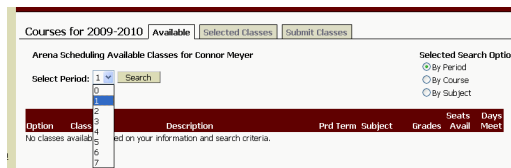
- Select Watertown Summer School from the School drop down.



- Click the Courses for 2011-2012 link.



- From Select Period drop down, select Period 1 and click Search.



- The list that appears contains classes offered Period 1. To schedule a class, click the add button.

Courses for 2011-2012 Available Selected Classes Submit Classes

Arena Scheduling Available Classes for Connor Meyer

Select Period: 1 Search

Select Search Option
 By Period
 By Course
 By Subject

Option	Class	Description	Prd Term	Subject	Grades	Seats Avail	Days Meet
Add	SM47.01	Adams Class	1	SS1	02-12	20	MTWRF
Add	SE10.01	Amer Girls 3-4	1	SS1	03-04	25	MTWRF
Add	SE25.01	Arts Crafts 3-4	1	SS1	03-04	25	MTWRF
Add	SE36.01	Balls 1-4	1	SS1	01-04	25	MTWRF
Add	SE09.01	Rowing 1-4	1	SS1	01-04	36	MTWRF
Add	SE11.01	Call Author 3-4	1	SS1	03-04	25	MTWRF
Add	SE26.01	1 Can Read Gr 3	1	SS1	03-03	20	MTWRF
Add	CE97.01	1 Can Write	1	SS1	01-04	36	MTWRF

- Click OK to confirm.



8. Repeat steps 5-7 for each additional period you wish to select a class.
To change a class click the Remove button and reselect a class.

9. To view the classes you have added, click the Selected Classes tab.
You may still remove a selection on this screen;
however you must go back to the Available tab to select another class.

Courses for 2009-2010 Available Selected Classes Submit Classes

Arena Scheduling select Classes for Connor Meyer
 Student Status: Open
 School Year: 2010
 Graduation Year: 2019
 Credits: 0.000

Print

	Term 1
Period 0	
Period 1	Mega-Bytes 3-4 (SE-38,01) MTWRF
Period 2	Dino Dig 3-4 (SE-15,01) MTWRF
Period 3	Snack Time (SE-46,03) MTWRF
Period 4	
Period 5	
Period 6	
Period 7	

Click Class Description of underlined classes to delete it from your schedule.

10. When you have completed selecting your classes, click the Submit Classes tab. This will be your last chance to go back and make changes. When satisfied with your schedule click the Submit Schedule button to forward your selections to the Summer School office.

Courses for 2009-2010 Available Selected Classes Submit Classes

Arena Scheduling submit Classes for Connor Meyer
 Student Status: Open
 School Year: 2010
 Graduation Year: 2019
 Credits: 0.000

Submit Schedule Print

	Term 1
Period 0	
Period 1	Mega-Bytes 3-4 (SE-38,01) MTWRF
Period 2	Dino Dig 3-4 (SE-15,01) MTWRF
Period 3	Snack Time (SE-46,03) MTWRF
Period 4	
Period 5	
Period 6	
Period 7	

11. A schedule can be printed by selecting Watertown Summer School from the school drop-down menu and clicking "schedule" under general information

Final check list:

- Course fee paid
- Individual class fees paid
- Bus registration completed
- Medical information turned in
- Liability Waiver signed and turned in
- Lunch form signed and turned in (with payment if applicable)