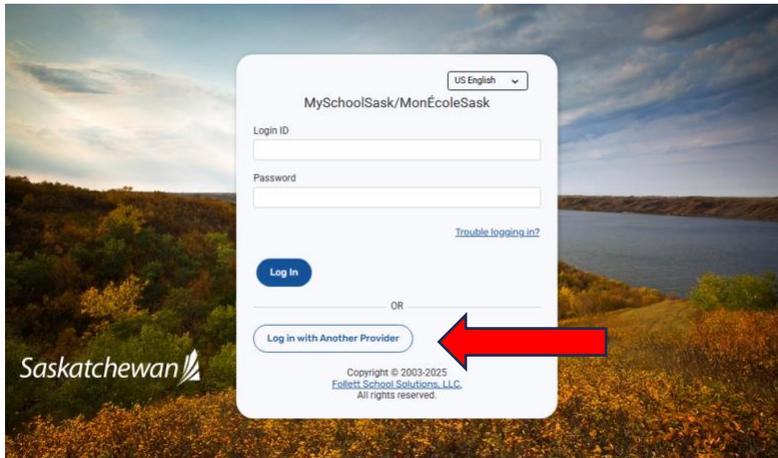


## Martensville High School – Course Selection How to Guide – 2025-2026

Below you will find a “how to guide” for students to select their course requests for the 2025-2026 school year.

### Steps:

- 1) Visit <https://myschoolsask.ca/aspn/logon.do>
- 2) Click “Log In with Another Provider”



- 3) Find “Prairie Spirit SD 206” in the drop down menu and then click “log in”.



- 4) Log in to student PSSD Office 365 Account. Type in student login ID. This is the same Login ID as students use to get into their school accounts (PowerSchool, Google Classroom, etc.). For example: [ab123s@spiritsd.ca](mailto:ab123s@spiritsd.ca) Then click “next”.
- 5) Type in the student password. This is the same Login ID as students use to get into their school accounts (PowerSchool, Google Classroom, etc.). Then click “Sign In”.

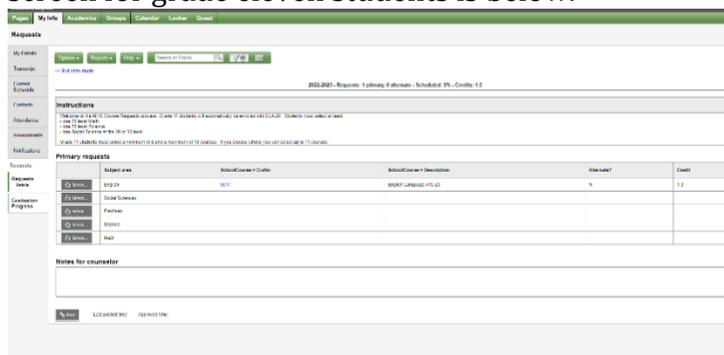
You are now logged into MSS.

## Next Steps:

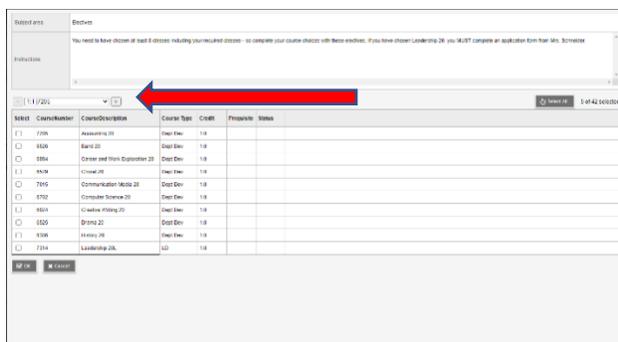
Your screen should look like the screen below:



6) Click: **My Info** along the top tab. Then on the side tab click **requests**. A sample screen for grade eleven students is below.



- 7) All required courses have already been selected for students. For students who have a special circumstance (math, modified courses, etc. please make a note of the change in the notes section or speak with Ms. Cooper).
- 8) Students will then click the select button until they have reached their desired number of requests.
- 9) For electives, students will have to click the arrow at the top in order to see the different pages.



- 10) To save choices click "OK"
- 11) Students are welcome to leave a note in the counselor section. Please be aware that students are **not** allowed to make teacher, spare or peer requests.
- 12) Once all choices have been made and to save choices, click **post**.
- 13) Students will have until March 21<sup>st</sup>, 2025 to make any changes.

If students or parents/guardians have any questions, please contact Ms. at breanne.cooper@spiritsd.ca or on Edsby.