

Y9 CHOICES - HOW TO MAKE YOUR CHOICES

It is important that you make informed decisions about your subject choices. Please make sure that you have consulted with the course handbook on our website, as well as with subject teachers. Once you are happy that you are making the right choices for you and your future progression, then please follow the instructions below to register your choice requests online.

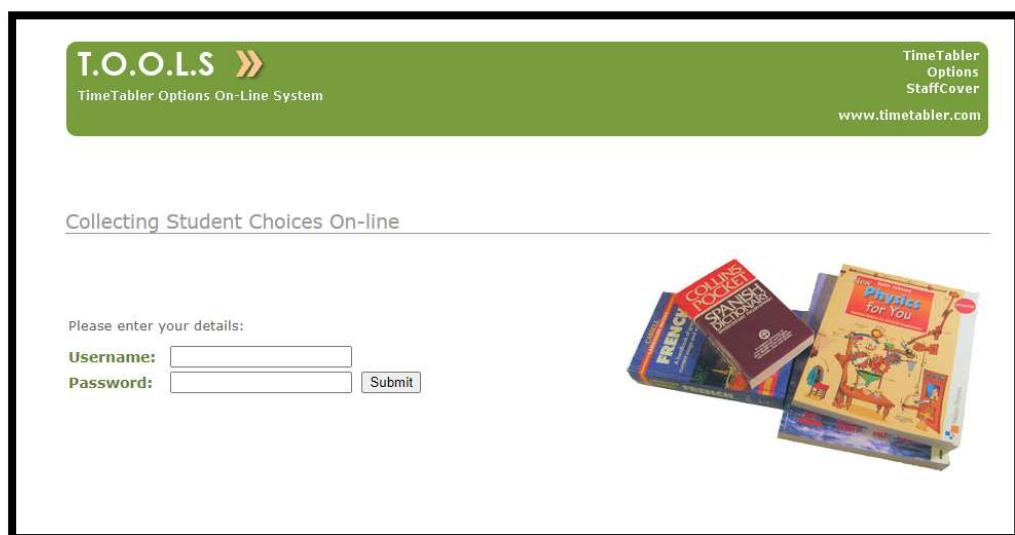
At some point in term 2 (usually end of February / early March), you will receive an email with the following information:

- Your pathway – this will be either: EBACC; OPEN; or SKILLS. Further information about the different pathways can be found by watching the choices presentation by Mr Hackshaw, as well as reading the course guide or downloading the choices presentation PowerPoint slides.
- The web address that you need to use to register your choices
- Your unique username (usually 5 letters from your name)
- Your 4-digit password

When you are ready, head to the website mentioned in your email, it will look something like this...

<https://bentonpark.uk/ebacc/>

You will first get to a screen (see fig.1) where you will need to enter the username and password given to you in your email.

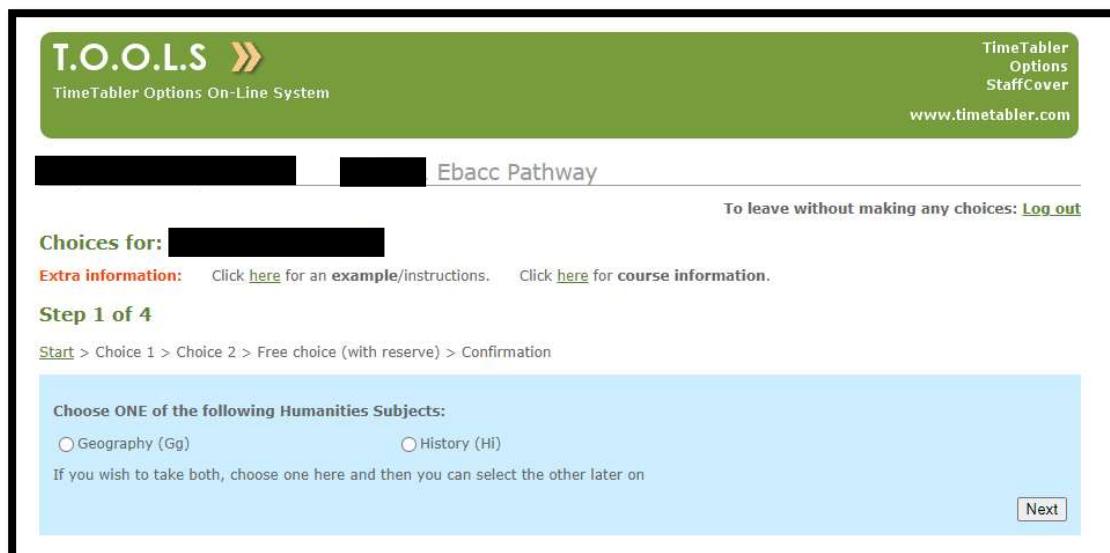


The screenshot shows the T.O.O.L.S. (TimeTabler Options On-Line System) login page. The header is green with the text 'T.O.O.L.S. >>' and 'TimeTabler Options On-Line System'. On the right, there are links for 'TimeTabler Options StaffCover' and the website 'www.timetabler.com'. The main content area is white and titled 'Collecting Student Choices On-line'. It contains a form for entering details: 'Please enter your details:' followed by 'Username:' and 'Password:' fields, and a 'Submit' button. To the right of the form is an image of three books: 'FRENCH', 'COLLING POCKET SPANISH DICTIONARY', and 'Physics for You'.

Fig.1

Enter your username and password and click 'Submit'

Depending on your pathway, you will then go through a series of steps to make your choices (Fig.2)



The screenshot shows the 'Ebacc Pathway' choice selection page. The header is green with the T.O.O.L.S. logo and navigation links. The main content area is blue and titled 'Choices for: [REDACTED]'. It includes a note 'To leave without making any choices: [Log out](#)'. Below this, it says 'Step 1 of 4' and 'Start > Choice 1 > Choice 2 > Free choice (with reserve) > Confirmation'. The next section is titled 'Choose ONE of the following Humanities Subjects:' and lists 'Geography (Gg)' and 'History (Hi)' with radio buttons. A note says 'If you wish to take both, choose one here and then you can select the other later on'. A 'Next' button is at the bottom right.

Fig.2

The final step is to select your free choices (Fig.3). Depending on your pathway, you will have either 2 or 3 free choices to make. Make sure you follow the instructions using the correct numbers that are mentioned at the top of this final section (see red circle in Fig.3)

Step 3 of 4

Start > Choice: History > Choice: German > Free choice (with reserve) > Confirmation

Please enter your 2 choices by entering 3, 4 in the box by your chosen subjects.
To mark your Reserve choice, put 'R' by that subject.

Subject	Choice
Art (Ar)	<input type="text"/>
Business Enterp (Bb)	<input type="text"/>
Business Study (Bs)	<input type="text"/>
Computer Sci (Cp)	<input type="text"/>
Drama (Dr)	<input type="text"/>
French (Fr)	<input type="text"/>
German (Ge)	Already selected
Geography (Gg)	<input type="text"/>
Health&Social (H2)	<input type="text"/>
History (Hi)	Already selected
Creative iMedia (Im)	<input type="text"/>
Statistics (Ms)	<input type="text"/>
Music (Mu)	<input type="text"/>
Photography (Pt)	<input type="text"/>
Religious St (RS)	<input type="text"/>
Spanish (Sn)	<input type="text"/>
Sociology (So)	<input type="text"/>
Sport (Sp)	<input type="text"/>
Design Tech (Te)	<input type="text"/>
Food Tech (Tf)	<input type="text"/>
Textiles (Tx)	<input type="text"/>

Fig.3

Make sure you enter a RESERVE choice by placing an '**R**' in one of the boxes.

EBACC and OPEN pathway students will also need to select a reserve choice for their humanities/languages choice. To do this, please use an '**S**' for one of Geography, History, French, German, Spanish. Please be aware that, due to class sizes, we will have to balance the split between Geography and History groups.

You will only be given your reserve choice if we cannot offer you one of your other choices – this happens to about 5% of students each year, so think carefully about which subject you would want to take as a backup.

Once you are happy, click on 'Submit' to go to the final confirmation page to finish your choice requests.

If you run into difficulty, please email options@bentonpark.net