



Subject Selection using Web Preferences Year 11 into 12 VCE (2024)

This document is designed to assist in using Web Preferences to select and submit your subject preferences. This guide contains the following sections:

- [Step 1 – Logging onto Web Preferences.](#)
- [Step 2 – Selecting your subject preferences.](#)
- [Step 3 – Confirming your subject preferences.](#)
- [Step 4 – Signing your ‘Web Preferences Receipt’ with a student and parent/guardian digital signature.](#)

Step 1 – Logging onto Web Preferences

- Check your **Parade student email account** after Friday 21st July for the ‘Web Preferences Access Guide for 2024 Subjects’.
- Both your code and password have been emailed to your Parade email account today.
 - If you are unable to locate the email search for ‘noreply@selectmysubjects.com.au’
- Click directly on the link.

Parade College Web Preferences Access Guide For Subjects

Student : a99 aTest

Take Over:	912	Student Code:	1
Year Level:	9	Roll Class:	99

The following steps outline how to enter your subject preferences online.

- 1 Internet Access**
You will need a computer with an internet connection and a printer. We recommend using Google Chrome or Firefox.
[Click here to open Web Preferences](#)
- 2 Log In**
Or Log In to <https://www.selectmysubjects.com.au/student/> using:
Student Access Code:
Password:
- 3 Home Page**
To view your subject information click "View Subject Details" at the top right of the screen.
To select/change your preferences, click "Add New Preferences" at the top right of the screen.
- 4 Preference Selection**
Select your subjects from the drop down lists, you have 30 minutes to do so.
Once complete, click "Proceed".
Note: You are not finished yet.
- 5 Preference Confirmation**
If you are happy with your preferences click "Submit Valid Preferences" which will open your "Preference Receipt".
Or if you would like to make changes to your preferences click "Cancel" and this will take you back to the Preference Selection page.

- Click ‘**View Instructions and View Subject Details**’

12Bund aaTest Year 12 Bundoora

[View Instructions](#)

Initial Instructions for Year 12

Year 12 students select from the traditional VCE pathway to complete the final year of the VCE, resulting in the calculation of an ATAR.

[Add New Preferences](#) [View Subject Details](#) [Log Out](#)

- View Instructions on this page.

Parade College – Subject Selection – Web Preferences – Year 11 into 12 VCE

- A subject description may be found by clicking on the link '**click here**' at the bottom of the page.
- Click '**proceed**' or scroll down. You are now in the selection screen, which also provides instructions about how many choices to make in each of the boxes below. Scroll down to begin the process.
- You can only select from the list of Your Available Subjects below.
- Your 2024 available subjects are in some cases based on your 2023 choices.
- You will receive a list of this year's subjects at the top and you can only pick next year's subjects from the list of your available subjects below.
- When ready, click on '**Add New Preferences**'.

The screenshot shows the user interface for subject selection. At the top, there is a navigation bar with the text 'Bund aaTest - Year 12 Bundoora'. Below this, there are three buttons: 'Add New Preferences' (highlighted with a red circle), 'Return to Home Page', and 'View Subject Report'. Below the buttons, there are two main sections: 'Your Completed Subjects' and 'Your Available Subjects'. The 'Your Completed Subjects' section lists: Certificate II Building (Carpentry) Unit 1, VCE Biology Unit 1, VCE English Unit 1, VCE Mathematical Methods Unit 1, VCE 20th Century History Unit 1, VCE Chemistry Unit 1, VCE Italian Unit 1, and VCE Religion & Society Unit 2. The 'Your Available Subjects' section lists: Certificate II Building (Carpentry) Unit 3 Semester 1, VCE Chemistry Unit 3 Semester 1, VCE Further Mathematics Unit 3 Semester 1, VCE Italian Unit 3 Semester 1, VCE Religion and Society Unit 3, Yr12 Bass Guitar lessons, Yr12 Euphonium lessons, Yr12 French Horn, Yr12 Music Theory lessons, Yr12 Saxophone lessons, Yr12 Trumpet lessons, VCE Biology Unit 3, VCE English Unit 3 Semester 1, VCE History: Revolutions Unit 3 Semester 1, VCE Mathematical Methods Unit 3 Semester 1, Yr 12 Drum Kit lessons, Yr12 Clarinet lessons, Yr12 Flute lessons, Yr12 Guitar lessons (all types), Yr12 Piano/Keyboard lessons, Yr12 Trombone lessons, and Yr12 Tuba lessons.

Step 2 – Selecting your subject preferences.

- **Preference 1:** English choice

The screenshot shows the 'Preference Group 1: English Choice' selection screen. At the top, there is a note: 'Preference boxes that have a red icon located to the right must have a valid subject selected from that box before you can submit your preferences.' Below this, there is a dropdown menu for 'Preference 1' with the selected option 'VCE English Unit 3 Semester 1'.

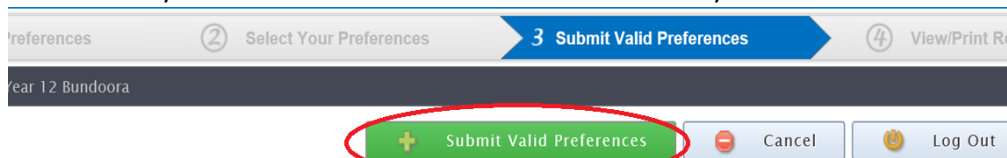
- **Preferences 2-5:** Other choices

The screenshot shows the 'Preference Group 2: Other Choices' selection screen. It features five dropdown menus for 'Preference 2' through 'Preference 5'. The selected options are: 'VCE Biology Unit 3', 'VCE Chemistry Unit 3 Semester 1', 'VCE History: Revolutions Unit 3 Semester 1', and 'VCE Italian Unit 3 Semester 1'.

- You will only see the subjects for which you are eligible, i.e. those you completed the pre-requisite subjects in 2023.
- Select the four other subjects in Preference Group 2-5.
- There is no need to select reserves.
- While you will be able to pick these subjects from the Yr 11 subjects you're doing now, you will also be required to attain a C standard in each subject in order to gain entry into it next year.
- The first check on this will be from your Semester One performance as noted on your reports.
- If you did not achieve the C average, and you select that subject for next year, your parents will be sent a letter with further instructions to either select another subject or possibly deferring the decision until later in second semester, giving you time to show improvement.

Step 3 – Confirming your subject preferences.

- This summary screen will now show ONLY the choices that you made.



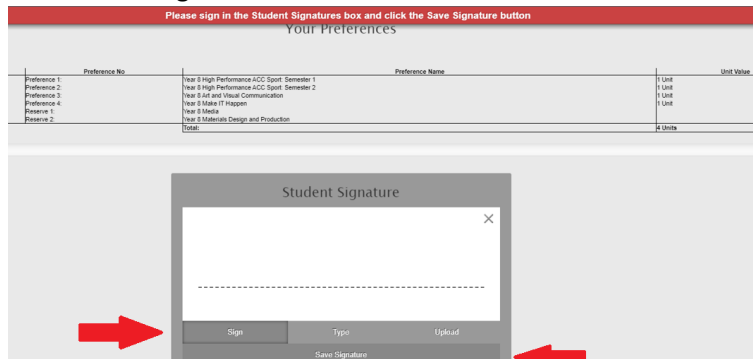
Your Preferences

Preference No	Preference Name	Unit Value	Issue Description
Preference 1:	VCE English Language Unit 3	1 Unit	
Preference 2:	VCE Further Mathematics Unit 3	1 Unit	
Preference 3:	VCE Food and Technology Unit 3	1 Unit	
Preference 4:	VCE Mathematical Methods Unit 3	1 Unit	
Preference 5:	VCE Religion & Society Unit 3	1 Unit	
Total:		5 Units	Unit Cut Off: 5 Units (Min) - 5 Units (Max)

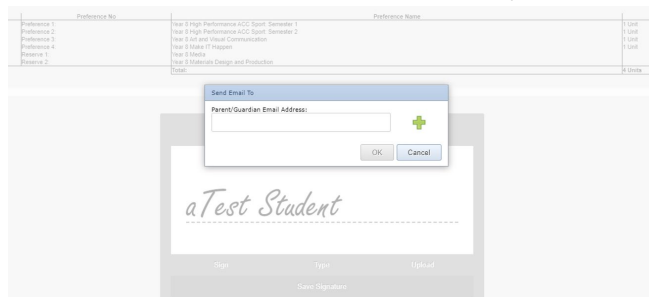
- If you made any incorrect or invalid choices, a message in RED will show you why these choices were removed.
- It is best to then click on Cancel and fix the selection problems before proceeding.
- If everything looks okay, click on **Submit Valid Preferences**.

Step 4 – Signing your 'Web Preferences Receipt' with a student and parent/guardian digital signature.

- You will be asked to sign your document electronically. This is done through Web Preferences.
- Both a student and parent/guardian electronic signature will be required.
- The student signature is first.



- You will then be asked to enter the Parent/Guardian's email.



- The Parent/Guardian will then receive an email asking them to click the link to add their signature.

Web Preferences Parent/Guardian Signature Email

Student : New Student New Student

You have been requested to review and sign a preference receipt submission in the Web Preferences system.

You received this email because your email address (kerry.mulvogue@parade.vic.edu.au) was entered as a parent or guardian on Web Preferences.

1 Open Receipt	Click here to access the preference receipt for review or copy and paste the URL below into your browser. https://www.selectmysubjects.com.au/student/units/secure/preferences/signin.aspx?ParentToken=77C0F1F3-5B55-4509-98F3-76AAB270B0F0
2 Review	Review the submitted preferences on the receipt.
3 Sign	Sign in the Parent/Guardian Signature box and click "Save Signature"
4 Submit	Click "Submit Signature". To exit click "Log Out". End of steps


- The Parent/Guardian can review the subjects selected and to confirm the selection then adds their digital signature to the form.

Student Name: aTest Student
 School Name: Parade College
 Receipt Date:
 Number of Subjects/Units Selected: 4
 Submission No.: 1

Preference 1: **Subjects Selected**
 Preference 2:
 Preference 3:
 Preference 4:
 Reserve 1:
 Reserve 2:

I understand that these preferences are not confirmed until it is submitted to the college, signed by both the student and a parent / guardian.
 I acknowledge that all units are offered subject to student demand and availability of places, and that reserve preferences will be used where a subject becomes unavailable.
 Please submit this form by . Students who miss this deadline are less likely to receive their preferences.

Student Signature
aTest Student

Email requesting parent signature sent to the Parent/Guardian Email that appears here


Parent/Guardian Signature request email sent: kerry.mulvogue@parade.vic.edu.au

- To add the parent signature, follow the same method as adding a student signature.

Parent/Guardian 1 signature

Sign
Copy
Cancel

Parent/Guardian Signature request email sent

- Both signatures should appear.

Student Signature
aTest Student

Parent/Guardian 1 signature
ENLO

Parent/Guardian Signature request email sent: 22/06/2021 09:22:29 - kerry.mulvogue@parade.vic.edu.au

- FINAL STEP:** Click "Submit Signature" to confirm
- Please note:** It is important to note that there is no advantage in submitting your web preferences completed early, it will not increase your chances. Everyone's preferences will be considered together equally, so long as you've completed it online by the due date.