

# BROWARD COUNTY PUBLIC SCHOOLS

## Co-Enrolled Program

### Student Registration Process

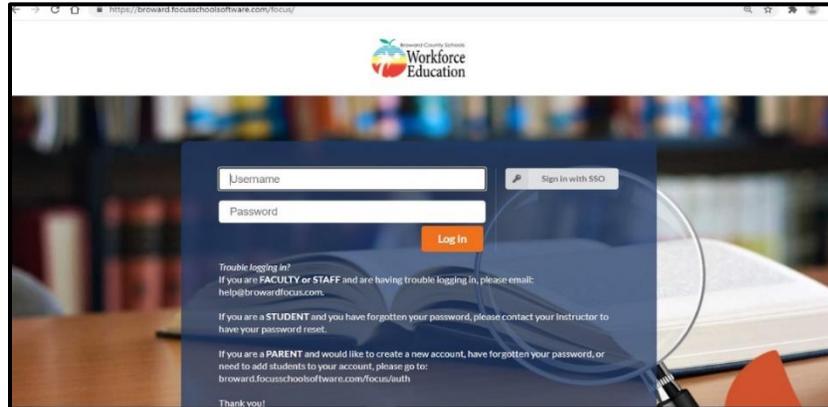
This document will explain how students can complete their registration and enter their e-Signature in Focus.

#### STEP 1 - COMPLETE VIRTUAL APPLICATION AND PROFILE

Login to [www.browardfocus.com](http://www.browardfocus.com) and enter your username and password.

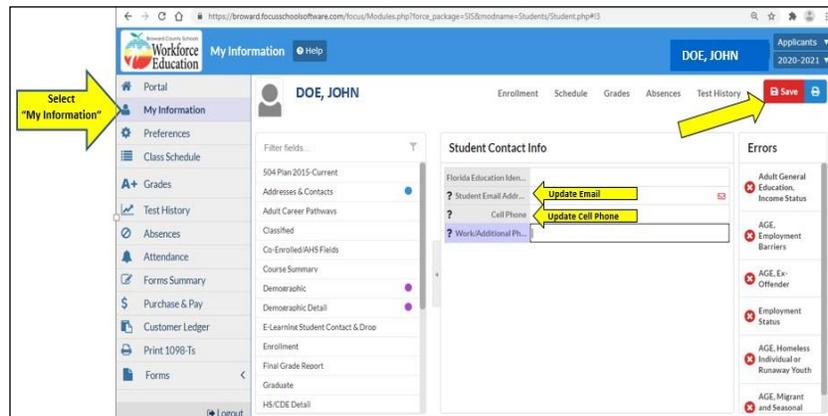
Username: Student number

Password: PMM/DD/YYYY



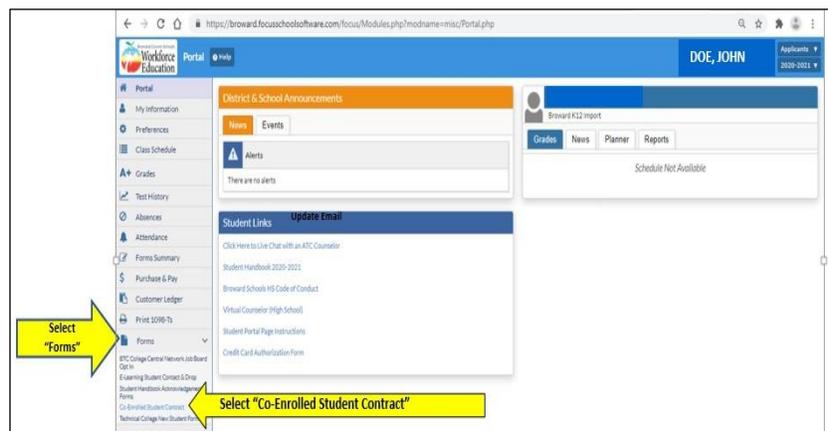
#### STEP 2 - UPDATE CONTACT INFORMATION

Click on the "My Information" tab to update your phone number and email address. Click "Save" after updating contact information.



#### STEP 3 - ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

- Click on the "Forms" tab to access the drop down menu.
- From the drop down menu select "Co-Enrolled Student Contract".



# Student Registration Process Con't

## STEP 3 –CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Initial by the subject area enrolled. (If you expect to take more than one class, just initial all subjects).

PLEASE INITIAL BY SUBJECT AREA ACCEPTANCE OF THE FOLLOWING:

1. **ENGLISH ONLY:** Students enrolled in an English course will complete:  
a. View Lesson Videos  
b. Notes- 3 pages minimum (front and back) or 6 pages (front only) for each unit  
c. Unit Assignments  
d. Short and Long Response Essay  
e. Quizzes /Unit Exams/Final Exam

2. **MATH ONLY:** Students enrolled in a Math course will complete:  
a. View Lesson Videos  
b. Notes- 3 pages minimum (front and back) or 6 pages (front only) for each unit  
c. Unit Assignments  
d. Quizzes /Unit Exams/Final Exam

3. **SCIENCE ONLY:** Students enrolled in a Science course will complete:  
a. View Lesson Videos  
b. Notes- 3 pages minimum (front and back) or 6 pages (front only) for each unit  
c. Unit Assignments  
d. Quizzes/Unit Exams/Final Exam

4. **SOCIAL STUDIES:** Students enrolled in a Social Studies course will complete:  
a. View Lesson Videos  
b. Notes- 3 pages minimum (front and back) or 6 pages (front only) for each unit  
c. Unit Assignments  
d. Quizzes/Unit Exams/Final Exam

When the teacher determines that the work has been completed, the student may exit the program or register for another class that is listed on the submitted Co-Enrollment Program Admission Form.

All students will follow the Student Code of Conduct established by the School Board. Violation of the Student Code of Conduct or other policies may result in the student's dismissal.

I understand the above Odysseyware Learning course guidelines and will adhere to outlined said requirements as detailed above. Guidelines are subject to change based on updates from the District Steering Committee

## STEP 3 –CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Scroll down and select "Click to Sign"

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Student Name:

Effective 04/2020

## STEP 3 –CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Enter your username (student number) and password (PMM/DD/YYYY). Click on "Authenticate". Sign on the signature panel and press "Sign"

Sign Below

## STEP 3 –CON'T ACKNOWLEDGE CO-ENROLLED STUDENT CONTRACT

Scroll down and click "Submit Request"

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Student Name:

Effective 04/2020

Please allow 2 business days for your registration to be processed and contacted by a teacher. If you do not hear from your teacher by the 3<sup>rd</sup> business day, please email Ms. Monique Lithcut at [monique.lithcut@browardschools.com](mailto:monique.lithcut@browardschools.com) or call 954-610-8763.