



12 March 2021

Dear Parents/Guardians

This year, TY year students will be asked to submit their 5th Year subject preferences online through VSware. The VSware software optimiser will use these preferences to calculate subject option lines and will try to get the best result for the greatest number of students.

To access the online Subject Options page please follow the instructions below.

- 1 Login to VSware in the usual way, using your Username and Password.
- 2 To get to Student Options page, select your **daughter's name** from the parent dashboard or from the '**Your Children**' dropdown arrow and then click '**learn more**' under '**Student Options**'.
- 3 When the Subject Options page opens, you should see the start date and closing date (top left-hand side of page) for entering your daughter subject preferences.

Next you will see a note giving you instructions eg.: '**Dear Parents/Guardian:** You can use this screen to enter the preferred subjects that your daughter wishes to study for Senior Cycle. **Re Foreign language** - please indicate the language(s) you have chosen as your 1st choice of subject. All students are recommended to choose a foreign language unless they already have a DES exemption.

Re: Students who do not study Irish - Business will be offered at Irish time. Please do not include Business in your choice of subjects as you may pick other options.

It is important that **all students choose 5 subjects** in preferential order. We endeavour to give students their **first 4** choices, but we may need to consider their 5th choice where subject combinations are not possible.'

- 4 Entering your daughter's options is straight forward. For each subject choice, select a subject from the '**dropdown**' boxes in order of the highest priority of preference.
- 5 Hit '**Confirm**' and the choices will be saved and sent to the school.
- 6 If your daughter changes her mind directly after submitting options, she can amend her choice up until the closing date by clicking '**I've changed my mind!**
- 7 You can also come back to the main student options page later and update the preferences, provided that this is done *before* the due date. Simply amend the list and hit '**Confirm**' again.
- 8 If you are having any difficulties you can contact Marie by email at admin@loretofoxrock.ie

Yours sincerely

Bernadette Prendiville
Principal