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# Reference Sheet B: A Quick Guide to Naviance

## Log In:

To open a Naviance Welcome page:

1. Open Internet Explorer.
2. Navigate to your school's official website.
3. Locate the link to Naviance's Family Connection.

To activate a Naviance account (a one-time-only setup):

1. Under "Are You New Here?" (on the right), click I Need to Register.
2. Enter your registration code (provided by your guidance counselor).
3. Click Register.
4. Enter all required information. A valid email address is required.
5. Use a six-digit password that you will remember.
6. Click Submit.

To access your Naviance account after registering:

1. Open Internet Explorer and go to the Family Connection Welcome page (see above).
2. Enter your email address.
3. Enter your six-digit password.
4. Click Sign In.

## Features:

### About Me tab

- **Portfolio.** Summary of your data recorded by Family Connection.
- **Favorite colleges.** List of colleges selected by you.
- **Favorite careers & clusters.** List of career interests selected by you.
- **Personality type.** Do What You Are style assessment to determine your personality type according to Myers-Briggs.

- **Learning style.** Inventory-style assessment to determine your preferred learning style and conditions.
- **Journal.** Place for reflection—a great place to share thoughts with teachers and counselors, if selected.
- **Game plan.** Survey that summarizes your plans after high school.
- **Surveys to take.** List of questionnaires (link located at left margin), such as the Graduation Survey.

### Careers tab

- **Explore careers & clusters.** Comprehensive, searchable career database.
- **Career interest profiler.** Personal inventory to determine your career interests using the Holland Code.
- **Cluster finder.** Inventory to determine your general area of career interest.
- **Favorite careers & clusters.** List of career interests selected by you.

### Colleges tab

- **Colleges I am thinking about.** List of potential colleges selected by you.
- **Colleges I am applying to.** List of colleges you intend to apply to, selected by you.
- **College search.** Comprehensive criteria-based, searchable database of colleges. You can save colleges by clicking Add to List.
- **Super Match college search.** Comprehensive criteria-based, searchable database of colleges. You can save colleges by clicking Add to List.
- **College lookup.** Tool to find colleges by name and state.
- **College compare.** Tool to compare the attributes of several colleges side by side.
- **College resources.** List of additional Internet resources.
- **College maps.** Visual representation of college admissions data specific to your high school.
- **Upcoming college visits.** Schedule of admission-staff presentations offered at your high school.

### Home flag

- **PrepMe.** SAT test-prep program (link located along left margin).

Note: Additional custom features vary with individual high school subscriptions.