Logging into Naviance

Login Site: https://student.naviance.com/auth/fclookup
Username: ID Number
Password: MMDDYYYY

Career Exploration

Step 1: Click on “Careers” and then “Careers Home” from the drop-down menu.

Step 2: Scroll down below the search bar to the box that says, “Explore Careers and Interests” and click on one of the career exploration surveys.

Step 3: You will be brought to the survey and can begin to take it by clicking “Start/Take Assessment.” Once you complete the survey you will be brought to a page with your results.

Additional Directions and Details for Career Exploration:
Career Cluster Finder – bit.ly/2Ogm64n
Career Interest Profiler – bit.ly/2WfJE87

College Exploration

Step 1: Click on Colleges and then Colleges Home.

Step 2: In the first section called “Find your Fit” choose SuperMatch.

Step 3: Click on different categories (for example, location) to choose different criteria you want in your college. SuperMatch will use this information to find colleges that fit these requirements.

Step 4: Choose if the criteria are a “must have” or a “nice to have” in your college.

Step 5: Scroll down and you will now see the number of colleges that match your criteria. You can now click on a college and view additional details on that institution.

Additional details on Super Match can be found here – bit.ly/2uft2Br

Taking a Survey

Step 1: Click on “About Me” and then “My Surveys”

Step 2: If you haven’t started the survey you want to take you should now click “Surveys Not Started.” If you have started it, you should either click “Surveys Completed” or “Surveys In progress” depending on if you have finished it or not.

Step 3: You should now find the survey that you want to click from the options and click on it.

Step 4: The survey will then open for you to take. Every question with an * is required for you to answer. When you have completed the survey, you should click “Submit Answers.”

Directions on how to take a survey on your phone can be found here – bit.ly/2vMT2GV

Submitting Goals

Step 1: Click on “My Planner” and then “Goals” from the dropdown.

Step 2: Scroll down and you will see all the options for the types of goals you can add.

Step 4: Find the type of goal you want to add and click “Add new _____ Goal.” Answer the “My Goal is” required box and any of the other optional questions. When you are done click “Add.”

Directions on how to submit a goal on your phone can be found here - bit.ly/2ERbLqa