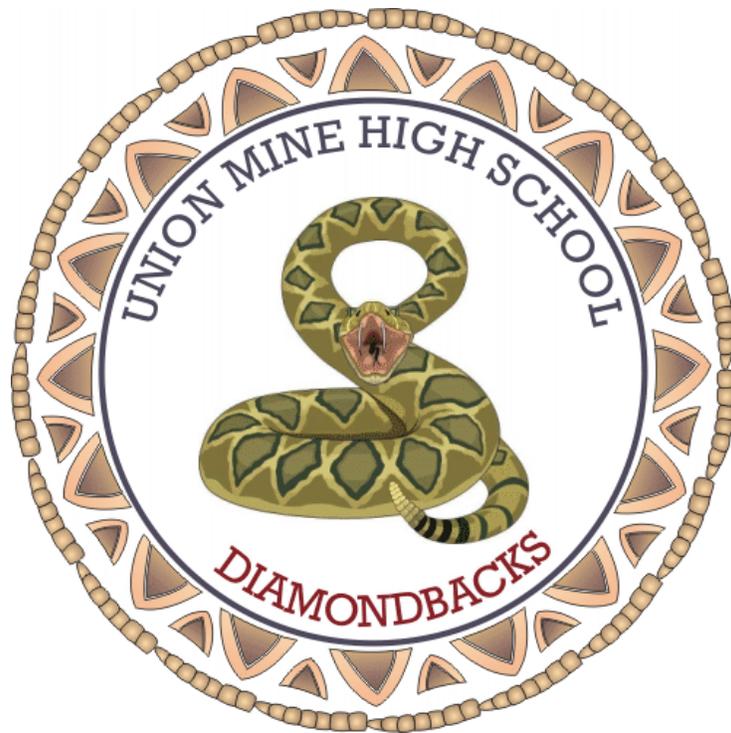


Union Mine High School

NAVIANCE FAMILY CONNECTION



What Naviance Can Do For You?

Naviance Handbook

Student/Parent Resource Guide

Naviance is a web-based college, career planning, and advising program for students and parents.

*Prepared by the Union Mine High School
Counseling Office and Career Center*

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UNION MINE HIGH SCHOOL GUIDANCE DEPARTMENT

Guidance Office Information Sheet

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UNION MINE HIGH SCHOOL RESOURCES

GUIDANCE & COLLEGE PRESENTATIONS

The following presentations are offered each school year:

9th Grade Advising Naviance: Four-year course plan, 'Cluster-Finder Survey'

10th Grade Advising: Naviance "California Reality Check" (link on Naviance homepage), 'Strength Survey'

11th Grade Advising: Naviance "Career Interest Profiler", "College & Career Research" Tools

12th Grade Advising: Naviance "SuperMatch & Scholarship" Features, Resume

College Visitations by College Admissions Representatives, College of the Month, College Fairs and Mini Fairs, Military Lunch, and Career Day.

CAREER CENTER'S NEWSLETTERS



The Career Center delivers monthly newsletters to Seniors via English and Gov/Econ classrooms. Junior Newsletters are delivered on a bi-monthly basis through English 3 and US History classes. Newsletters are sent home to parents via email. Please take the time to read these newsletters as they are packed with valuable information, pertinent dates and deadlines, and numerous opportunities.

FRESHMEN COLLEGE AND CAREER PLANNING SESSION

We work with Freshmen in December and January through their health classes. Students are guided through the development of their four-year course plan which can be used as a working document for their high school classes. We review graduation and college requirements, and introduce students to available post-secondary options. Students are also introduced to Careers through the Career Interest Profiler.

SOPHOMORE COLLEGE AND CAREER PLANNING SESSION

Sophomores meetings are held in October and March through either English or History classes. Sophomores are introduced to the value of an education beyond high school via California Reality Check at www.californiarealitycheck.com. Sophomores also complete the 'Strength Survey' on Naviance which will show students strengths which they can use to match with potential careers and college majors that fit their strengths and interests

JUNIOR COLLEGE AND CAREER PLANNING SESSION

Juniors are met with twice per year, fall and spring, in September and February. When we meet with juniors we will discuss graduation and college requirements, SAT/ACT information, and timelines with students. Students will use the 'Career Interest Profiler' in the fall, and then will learn how to utilize the "College and Career Research" tools.

SENIOR COLLEGE AND CAREER PLANNING SESSION

We meet with Seniors in the fall of each year. Seniors are given information about various application processes and are given tools to figure out how to apply and where to apply. Seniors are encouraged to apply broadly to reach schools, good-fit schools, and back-up schools. Students will utilize Naviance for the "SuperMatch, Scattergrams, Scholarship Lists, and National Scholarship Search" tools. Students are encouraged to explore the resume program as well.

NAVIANCE FAMILY CONNECTION



Family Connection from Naviance® is a web-based program designed especially for students and parents. Naviance is a comprehensive web site that you can use to help in making decisions about colleges, careers and academic planning. Family Connection will allow you to:

- Get involved in the planning and advising process – Build a 4-year plan, complete on-line surveys, and manage timelines and deadlines for making decisions about colleges and careers.
- Research colleges – Compare GPA, standardized test scores, and other statistics to actual historical data from students who have already applied from our high school.
- Sign-up for college visits – Find out which colleges are visiting our school and sign-up to attend those sessions.

Log Into Your Student Account

You can access Naviance by logging on directly at <http://connection.naviance.com/umhsca> or go to UMHS's main website <http://umhs.eduhsd.k12.ca.us/> and click on the "Department" tab -> 'Counseling Corner', scroll down to find the Naviance link under 'Career Information'. **Username = first 4 letters of your last name followed by the last 4 digits of your UMHS student number. Password = your first and last initial followed by the last 4 digits of your Permanent ID number.** Your username and password are the same as logging onto a school computer, with the addition of the first and last initials added to the password.

Welcome to Family Connection
Your username and password are the same as your UMHS computer login

username
[input field]

password
[input field]

remember me

Log In

<http://connection.naviance.com/umhsca>

Username: first four letters of last name + four digit UMHS student number.

Password: first and last initial + last four digits of permanent ID number

This Guide was designed to provide an overview of what Naviance has to offer. We encourage you to utilize this program and to try the various search links and career surveys to expand your knowledge and gain a better perspective on your future and post graduation goals.

Naviance offers five (5) main “Tabs” in addition to the Home Page as follows:

- ✓ **Home Page**
- ✓ **Course Tab**
- ✓ **College Tab**
- ✓ **Career Tab**
- ✓ **About Me Tab**
- ✓ **My Planner Tab**

Some of the links on the tabs are interchangeable and can be accessed and/or bring you to another tab once you utilize them.

The following pages will provide you with some of the planning tools Naviance offers along with a summary of what those items can do for you.

HOME Page			
CATEGORY	ITEM	DESCRIPTION	AVAILABLE TO THE FOLLOWING GRADE LEVELS
	EMAILS	Emails sent by UMHS	9 - 12
	CONTACT US	Email Link to the UMHS	9 - 12
	COLLEGE VISITS TO UMHS	List of upcoming College Admission Representatives scheduled to visit UMHS. Students can sign-up to meet with these colleges. Students need to follow specific sign-up instructions.	9 - 12
	DOCUMENT LIBRARY	Forms for student use are filed here.	9 - 12

Naviance Family Connection COURSE Tab Item Summary

COURSE Tab			
CATEGORY	ITEM	DESCRIPTION	GRADE LEVELS
My Courses	VIEW MY COURSE RECORDS	We currently do not utilize this function. For access to your transcript log into your Aeries account.	9 - 12
My Courses	INTERESTING COURSES	Students can “tag” courses of interest and they will be saved in this section. This can be used if students don’t want to go back and search the entire course catalog.	9 - 12
My Courses	THOUGHTS ABOUT MY COURSE PLANS	This area allows students to keep personal notes about courses or academic planning.	9 - 12
My Courses	MANAGE MY COURSE PLANS	This is the link you will click on to manage your 4-year academic plan. We encourage students to continually update their graduation plan as we may use this feature for course registration purposes.	9 - 12
My Courses	VIEW MY CURRENT MULTI-YEAR PLAN	This is a direct link to view your 4-year course plan by grade level.	9 - 12

Naviance Family Connection **COLLEGE** Tab Item Summary

COLLEGE Tab			
CATEGORY	ITEM	DESCRIPTION	GRADE LEVELS
My Colleges	COLLEGES I AM THINKING ABOUT	You can create a list of Colleges you are interested in. This is a great way to save potential colleges so that you don't have to search for them everytime you log in.	9 - 12
My Colleges	COLLEGES I AM APPLYING TO	This list represents the Colleges you have applied to.	9 - 12
My Colleges	COLLEGES VISITING UMHS	In additon to the HOME Page, you can access all of the scheduled College Visits here and sign-up for the colleges that interest you.	9 - 12
College Research	SuperMatch College Search	You will be able to target your college searches by SAT scores, GPA, major, location, size, etc. They also provide demo videos! This is a great place to start your college search or refine your college list.	9 - 12
College Research	COLLEGE MATCH	A list of colleges that may or may not be of interest to you. The colleges in the list have accepted students similar to you (based on GPA, test scores, etc)	9 - 12
College Research	COLLEGE COMPARE	Compare your GPA and test scores to the average GPA and test scores of UMHS students who were admitted to the colleges you are considering.	9 - 12
College Research	COLLEGE LOOK-UP	This research tool provides comprehensive information on thousands of colleges. In addition to general and admissions information, further data is presented on academics, cost and financial aid, student body characteristics, extracurricular and athletic programs. A link to each college's website is provided.	9 - 12
College Research	COLLEGE SEARCH	Enter criteria such as size, location, cost, availability of specific majors or athletic programs, and students can produce a list of colleges that meet their criteria.	9 - 12
College Research	COLLEGE RESOURCES	Provides a list of links that can help you in your college and career search (such as military, finacial aid, college athletics, etc.)	9 - 12
College Research	COLLEGE MAPS	This link provides geographical maps that show where our students are attending, where our students applied, etc.	9 - 12

COLLEGE Tab continued			
CATEGORY	ITEM	DESCRIPTION	GRADE LEVELS
College Research	SCATTERGRAMS	A graphical view of application outcomes (accepted, denied, waitlisted) at a college for recent UMHS applicants, using GPA and SAT scores. Students can gauge their chances of acceptance by comparing personal GPA/SAT numbers with those of successful applicants.	9 - 12
College Research	ACCEPTANCE HISTORY	This feature shows all colleges to which UMHS students have been accepted, as well as the number of students accepted and number enrolling at each.	9 - 12
College Research	ENRICHMENT PROGRAMS	Lists ongoing and current Enrichment Programs / Summer Programs nationally, internationally and local opportunities.	9 - 12
Scholarship & Money	SCHOLARSHIP MATCH	This feature will utilize any Scholarships uploaded to Naviance by the College & Career Center – and match to students who may meet the criteria.	9 - 12
Scholarship & Money	SCHOLARSHIP LIST	Lists of all scholarship opportunities that come into the Career Center (except those on the CaLocal site) are posted here. We encourage students, especially seniors, to check this regularly.	9 - 12
Scholarship & Money	SCHOLARSHIP APPLICATIONS	Students can record any scholarship applications that they submit.	9 - 12
Scholarship & Money	NATIONAL SCHOLARSHIP SEARCH	Link to National Scholarship Search sponsored by Sallie Mae.	9 - 12

Naviance Family Connection CAREER Tab Item Summary

CAREER Tab			
CATEGORY	ITEM	DESCRIPTION	GRADE LEVELS
Explore Careers	FAVORITE CAREERS & CLUSTERS	This link allows you to save the careers you are interested in. Your counselor can also view this link to see what careers you are interested in and better assist you in investigating such endeavors.	9 - 12
Explore Careers	EXPLORE CAREERS & CLUSTERS	You can investigate the various career paths based on your personality and interest test results. This link will bring you to an array of careers and career clusters you will be able to research and investigate. Careers that are of particular interest to you can be saved to your "My Careers" link in Naviance. Your counselor would be able to see your saved careers which would assist the counselor to broaden the dialog you have during your counselor meetings. This is a valuable communication tool to utilize when discussing your goals and career planning options.	9 - 12
What are my Interests?	PERSONALITY TYPE	<p style="text-align: center;"><i>This Link will bring you to: <u>DO WHAT YOU ARE</u>® Self Discovery Personality Type Assessment</i></p> <p>Every student is asked to complete this assessment during 9th grade advising. This can be an invaluable insight into your personality type. As you complete the survey, you can save your answers and come back at a later date to finish. Please take the time to successfully complete this survey. Once you have finished you will be provided with a tool that can assist you in directing your career path to better match your strengths and weaknesses.</p>	9 - 12

CAREER Tab Continued			
CATEGORY	ITEM	DESCRIPTION	GRADE LEVELS
What are my Interests?	CLUSTER FINDER	Find Career Clusters that match your personality.	9 - 12
What are my Interests?	CAREER INTEREST PROFILER	This link brings you to the Career Interest Inventory that will provide you with your Holland Codes. The Holland Codes is a system to classify jobs into job categories, interest clusters, or work personality environments. In the Holland Model, these categories represent work personalities. See the enclosed sheet for an illustration of these Holland Codes.	9 - 12

ROADTRIP NATION INTERVIEW ARCHIVE

This is an innovative self-discovery curriculum that empowers students to explore opportunities for their future by watching videos of real people sharing their own life stories. There are over 3,500 videos featuring stories from around the world including rocket scientists, sports writers, business leaders and even a pro surfer who share their stories of fulfillment, perseverance and dedication as they build their life's passions.

Naviance Family Connection ABOUT ME Tab Item Summary

ABOUT ME Tab			
CATEGORY	ITEM	DESCRIPTION	GRADE LEVELS
Interesting Things About Me	FAVORITE COLLEGES	You can view and save your favorite colleges here.	9 - 12
Interesting Things About Me	FAVORITE CAREERS & CLUSTERS	You can view and save your favorite careers here.	9 - 12
Interesting Things About Me	PERSONALITY TYPE	You can see the results of the DO WHAT YOU ARE Personality Test or if you have not yet completed – begin the assessment here as well.	9 - 12
Interesting Things About Me	RESUME	Create and save your resumes that can be printed for use for an interview or scholarship.	9 - 12
Interesting Things About Me	DOCUMENTS	UMHS does not use this feature at this time.	9 - 12
Interesting Things About Me	JOURNAL	Keep your journal (notes) here.	9 - 12
Interesting Things About Me	CHECK LIST	Lists the SURVEYS that you still need to complete in Naviance	9 - 12
Interesting Things About Me	COMPLETED SURVEYS	Lists your COMPLETED Surveys	9 - 12
Official Things	PROFILE	Your Profile Page – contains personal information (name, Birthdate, etc). Contains your GPA (always check with your counselor to confirm GPA – GPA information is updated throughout the year. <i>Make sure email address is kept updated to receive notifications.</i>	9 - 12
Official Things	ACCOUNT	Lists your username.	9 - 12
Official Things	TEST SCORES	Your SAT, ACT and AP scores are located here.	9 - 12

PERSONALITY & SURVEY DOCUMENTS

We recommend that the following Surveys and Personality/Career Tests be completed by all students as applicable to their grade level.

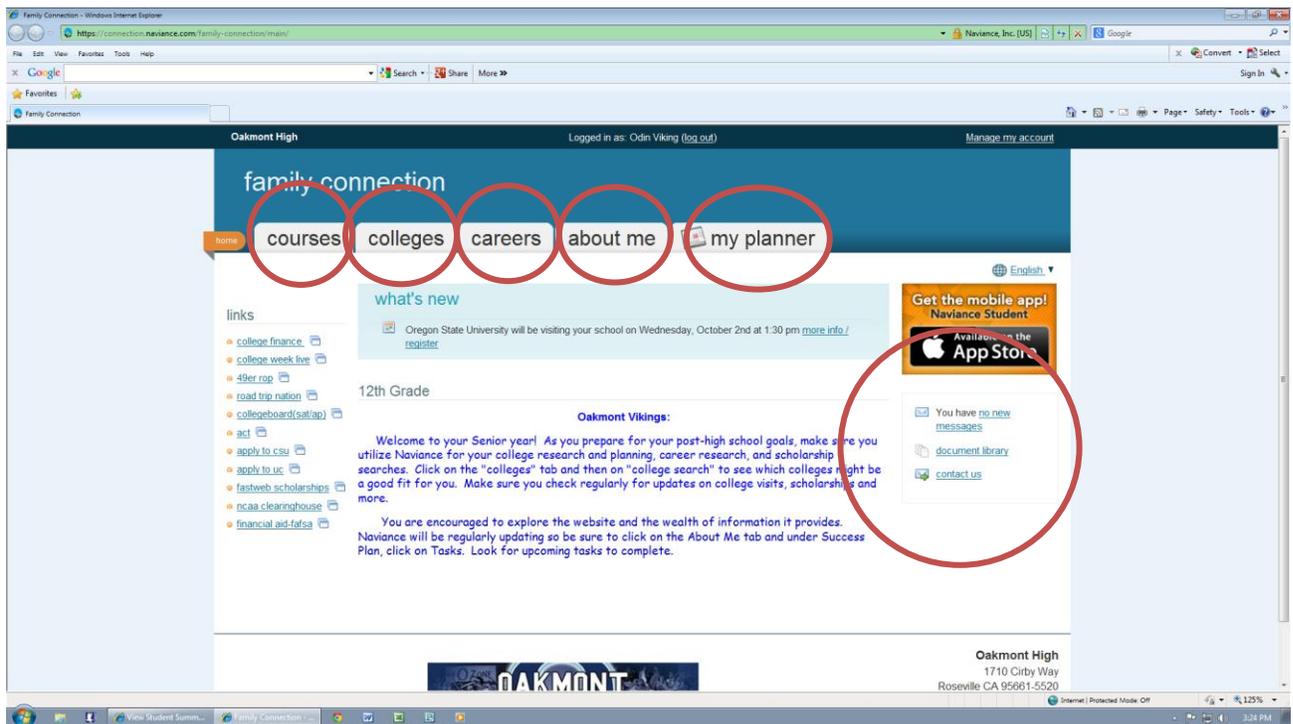
PERSONALITY & SURVEY DOCUMENTS		
ITEM	DESCRIPTION	GRADE LEVEL
RESUME	Record your high school activities, awards, volunteer work, etc. You can save your resume (or multiple resumes) to use for colleges and/or employers. You should finalize your resume during the summer prior to your senior year.	9 - 12
PERSONAL PROFILE	Students can add to this Personal Profile throughout their high school career – but MUST finalize this profile prior to their college application period of their senior year. This personal profile is used by counselors and teachers to assist them in creating college letters of recommendation for you.	9-12
GRADUATION SURVEY	This survey is required by all seniors to be completed prior to graduation. Please list all colleges that you will be applying to, including accepted, waitlisted & denied colleges. Most importantly the college that you plan on attending! This data provides UMHS with post graduation plans information.	12
MY GAME PLAN	Provides students a framework to explore and create their post-high school plan.	9 - 12

Naviance Family Connection MY PLANNER Tab Item

MY PLANNER Tab		
Overview, Goals, To-do-List, Tasks Assigned to Me	Students can make personal notes, goals, daily tasks and journal entries under these tabs. This is an area for students' personal planning.	9 - 12

The following pages provides some sample Naviance SCREEN SHOTS

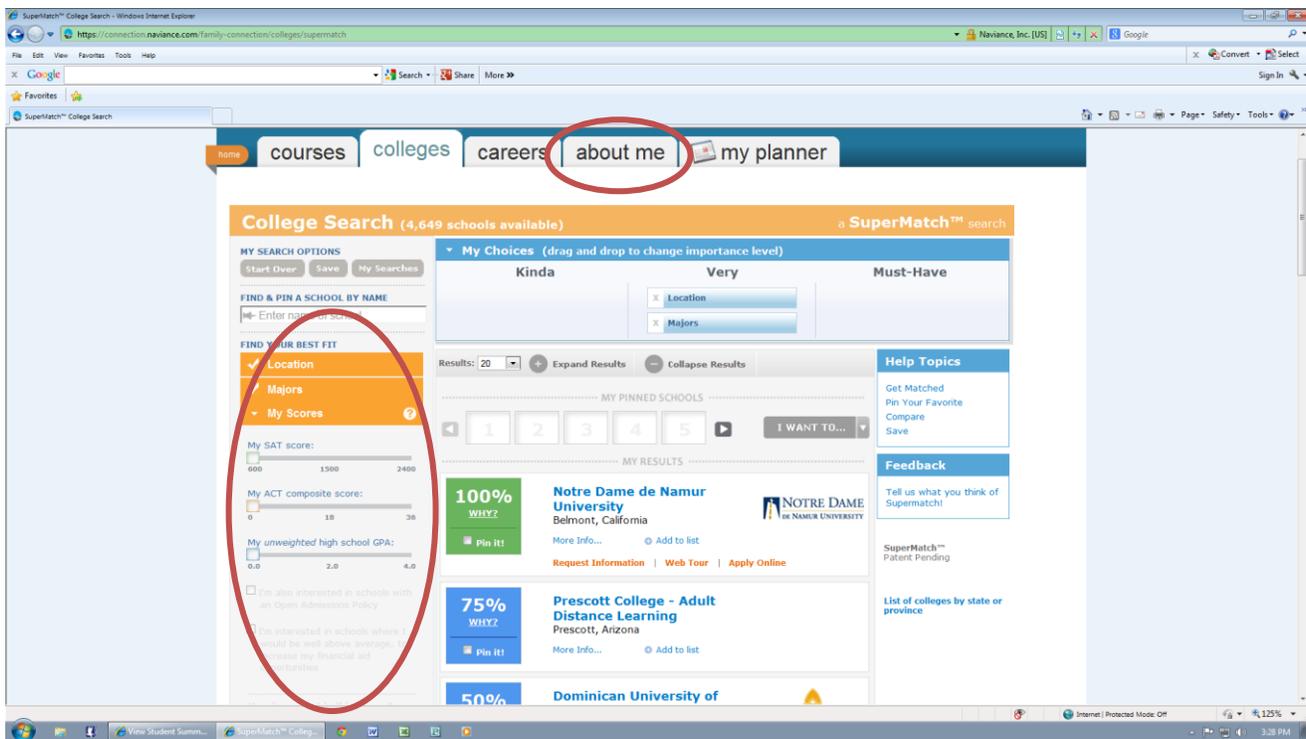
Naviance **HOME** Page



SUPERMATCH Feature in Naviance

Naviance has a fantastic college search feature that allows you to target your college searches using a variety of criteria. You will be able to target your colleges by SAT scores, GPA, major, location, size, etc. They also provide demo videos!

Please take the time to use this feature yourself. The SuperMatch College Search is located on the COLLEGE Tab.

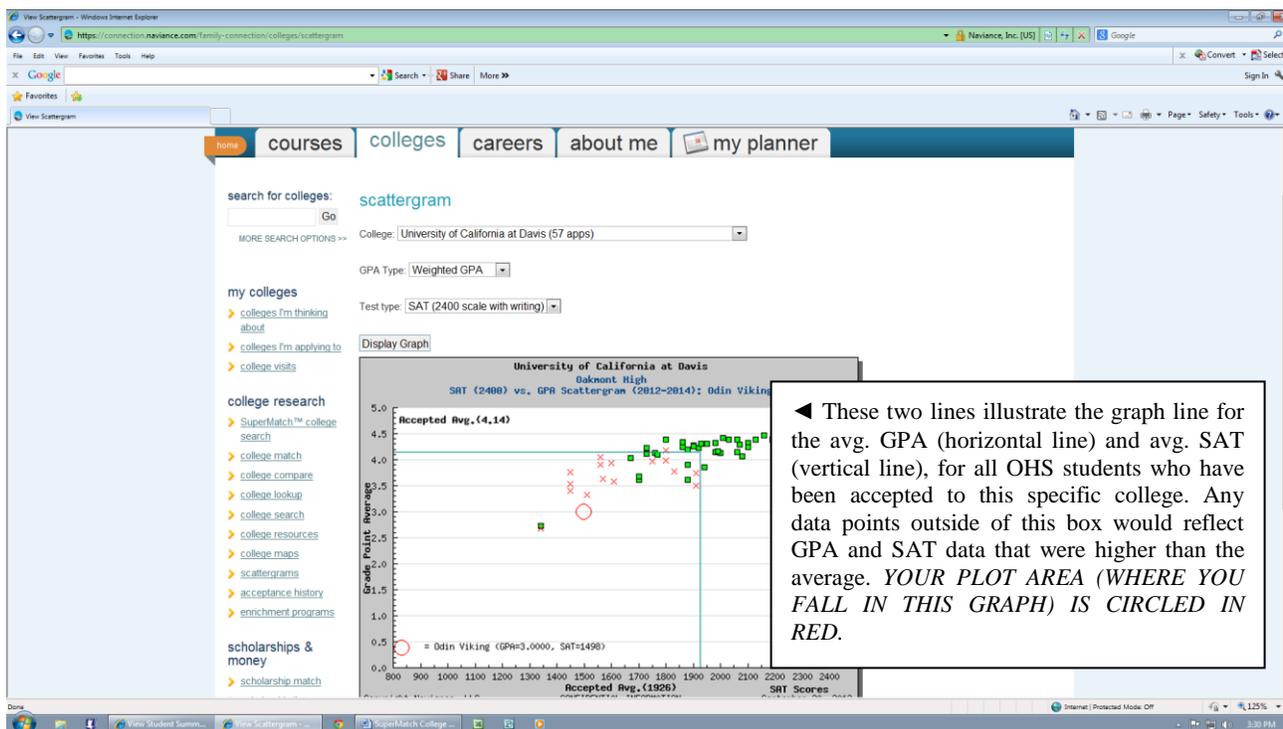


The **SCATTERGRAM** Feature

In using the Scattergram feature you will be able to see firsthand the most recent history of UMHS students (accepted, denied, waitlisted) at a particular college using GPA and SAT scores. Students can gauge their chances of acceptance by comparing their own personal GPA/SAT numbers with those of successful applicants.

To get to this feature:

Go to your COLLEGE Tab.... Select SCATTERGRAMS. Then choose your options such as name of college, and test score range (SAT 1600 or SAT 2400), to PLOT the data Then select display graph. Once you do that you will see a graph like the one below.



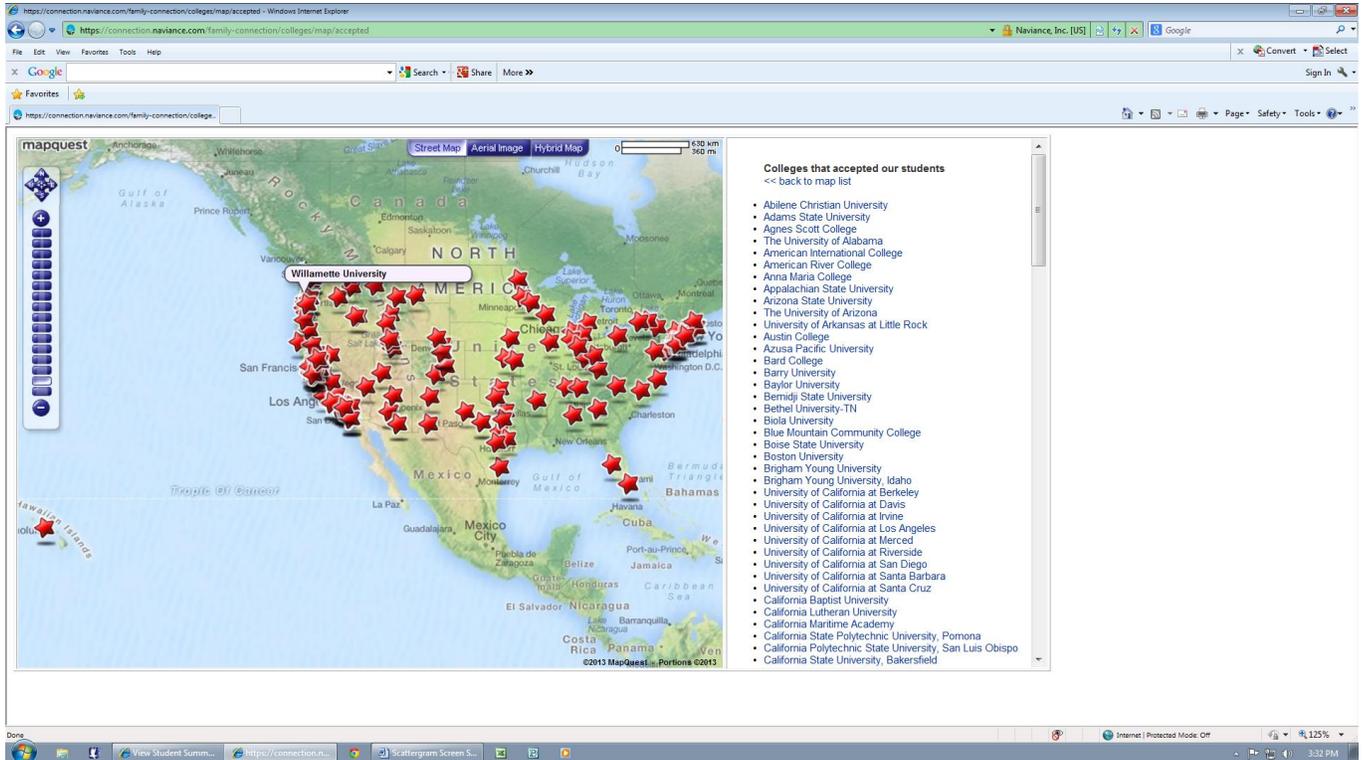
Graph Legend	
■ Accepted	◆ Waitlisted
× Denied	◇ Waitlisted/Accepted
◼ Accepted (Early Decision)	◊ Waitlisted/Denied
⊗ Denied (Early Decision)	◀ Accepted (Early Action)
⊙ Deferred (Early Decision)	⊗ Denied (Early Action)
◊ Deferred/Accepted (Early Decision)	⊙ Deferred (Early Action)
⊗ Deferred/Denied (Early Decision)	◊ Deferred/Accepted (Early Action)
	⊙ Deferred/Denied (Early Action)

Naviance will provide a Graph Legend at the bottom of the page to help you decipher the data. The square green box represents Accepted students; the red "x" represents Denied students.

COLLEGE MAPS

The map below plots where our students are attending college.

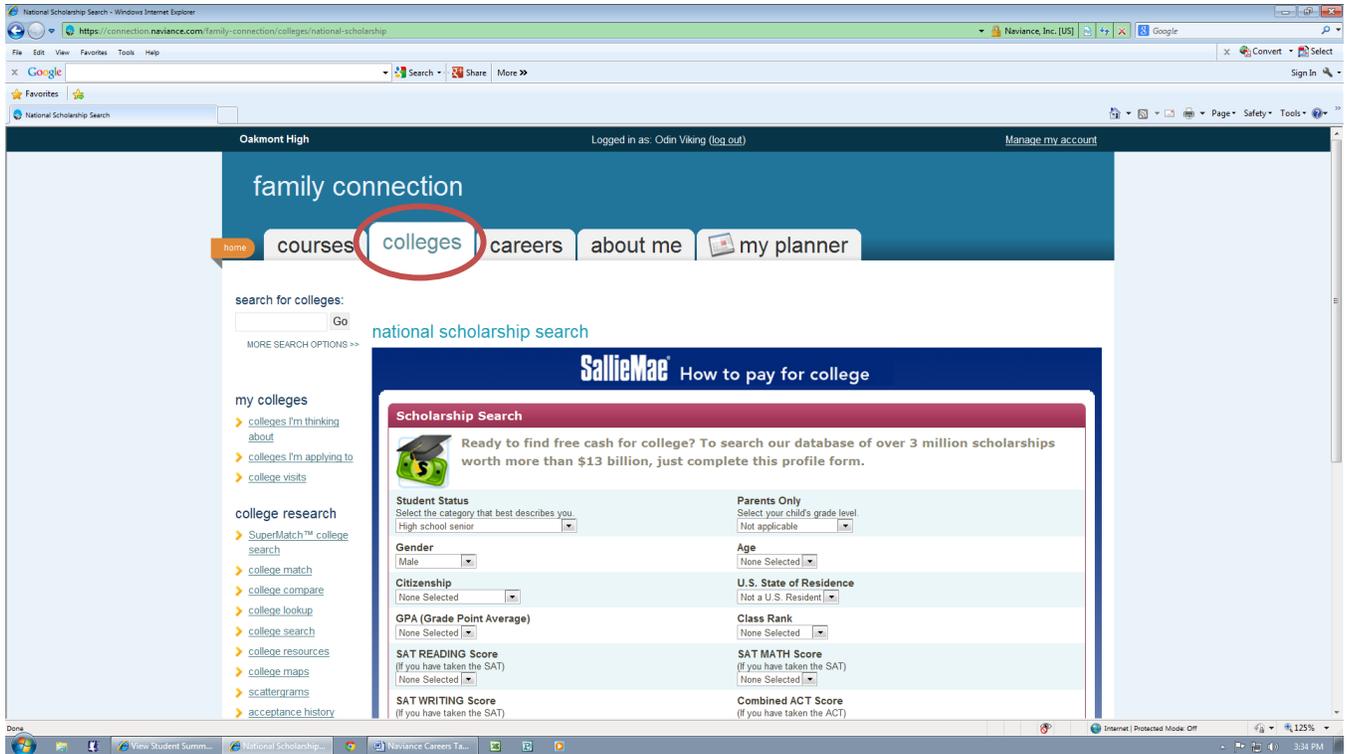
This link is located under the COLLEGE Tab.



The **NATIONAL SCHOLARSHIP SEARCH** Link

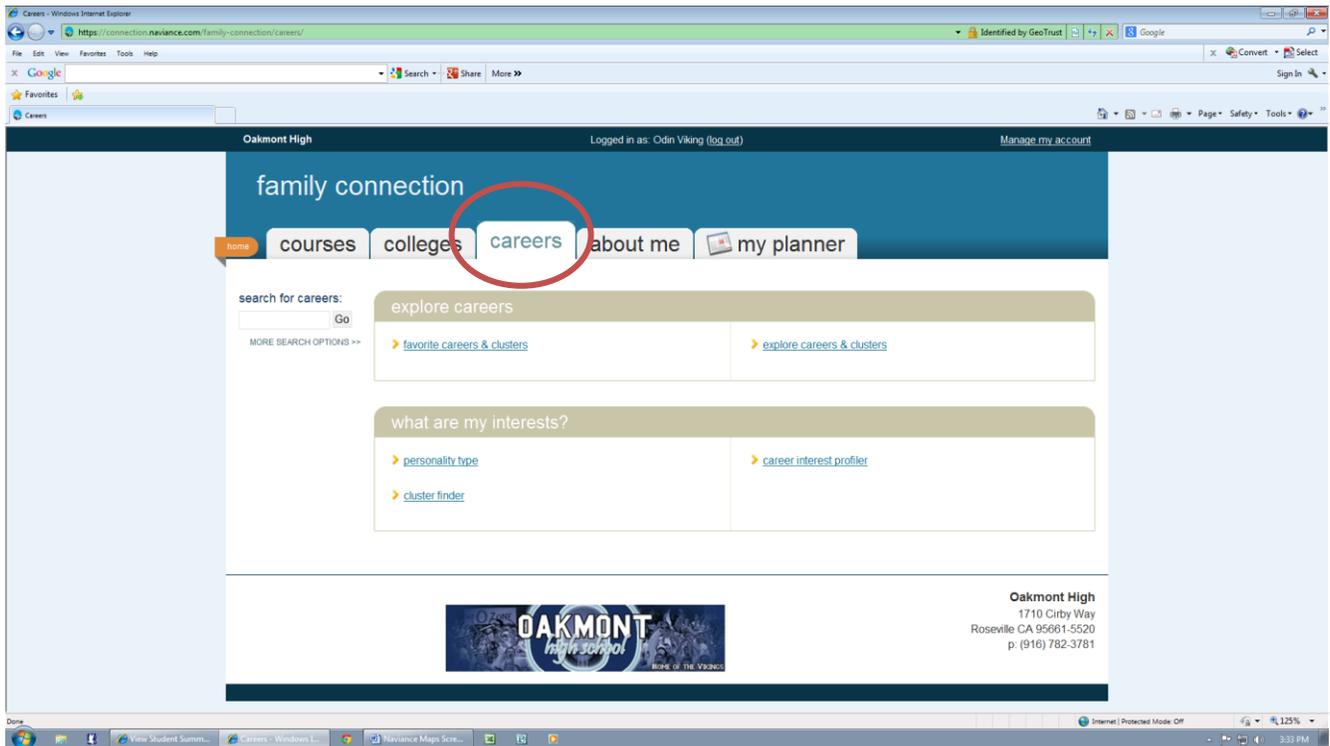
Using this feature you are able to complete a personal profile and visit profile to update as necessary.

The National Scholarship Search is located under the COLLEGE Tab.



THE **CAREER** Tab

This tab directs you to two areas “explore careers” and “what are my interests?”



RESUME Builder in Naviance

The Resume Builder is a convenient tool to record your high school activities, awards, volunteer work, etc. You can save your resume (or multiple resumes) to use for colleges and/or employers.

The Resume is located under the ABOUT ME Tab.

