NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_

Log on to your Naviance account - connection.naviance.com/kokomohigh

Username: first.last Password: student number

**Career Interest Profiler**

1. On Naviance Home Page
2. Click on **Careers** in the top right corner
3. Click on **Explore** Careers, Clusters, and Pathways
4. Click on **Career Interest Profiler**
5. Once Complete, review your results and read definitions of your 4 highest scores
6. Record your 4 highest scores

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1. View **Matching Occupation List** by clicking on tab
2. Search careers in each of the 3 categories (medium, considerable, and extensive preparation)
3. Record one career from each category that you are interested in

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1. Find and Record at least 3 related college majors in each of the categories (if applicable)

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**RESUME**

1. Click on **About Me** tab in the upper right corner
2. Click on **My Stuff**
3. Click on **Resume**
4. Add **New Entry**
   1. Click on **Objective**
      1. Write an objective and add to resume
5. Continue to build Resume on your own

**GOALS**

1. Click on **Go to My Planner**
2. Click on **Goals**
3. Click the **plus sign** to add new goal; select **other goal** from drop down
4. Write your goal
5. Why is it important
6. Two to three steps to reach that goal
7. Add Goal

**Turn in paper to counselor before you leave!**