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## Naviance Beyond the Counseling Office

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*Naviance: Beyond the  
Counseling Office*

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Indiana Naviance User Group  
Nov 12, 2013

# Agenda

- Success Planner
- Career Units
- Letters of Recommendation
- Special Education Transition Planning
- Survey Builder
- Communication with Parents/Students

# Success Planner

- Assign tasks to groups of students and monitor their progress
- Examples of goals/tasks:
  - Counseling: 4-year plans, ACT, career/personality assessment, add colleges to list
  - Non-Counseling: Community service requirements, mentoring programs, sports/student organizations

# Why Naviance?

- Set timelines and monitor completion
- Students can monitor their own progress
- Automation tools remind (nag) students
- Provides a model for students to set goals and plan for success



# Career Units

- Career Interest Profiler: Generate possible careers and eliminate the need for paper/pencil assessments
- Career Lookup: Research skills, knowledge, wages, educational requirements, for papers and presentations
- Resume Builder
- College Research Tools



# Why Naviance?

- All tools needed by students and teachers are located in one spot, as opposed to all over the web (or in paper/pencil format)
- Progress and research is saved from year to year
- Career education is already being provided in your schools – who is doing it, and how are they doing it? Find them!

# Letters of Recommendation

- Teachers can upload and send letters of recommendation for free!
- Common Application: Teacher Evaluation
- Option for students to request these letters through Naviance (can be turned off)



# Why Naviance?

- Save printing and postage fees
- Teachers, parents, and students can track the progress of letters of rec
- Save the hassle of dealing with CA's website
- Teachers can easily submit additional recommendations at a future date

# Special Education Transition Planning

- Case managers and counselors can include the following in IEP's:
  - *Career Interest Profiler*
  - *Learning Style Inventory*
  - *Resume Builder*
  - *Saving favorite careers*
  - *Super Match College Search*
  - *Goals/tasks through Success Planner*



# Why Naviance?

- Fun, easy, and accessible interface
- Results are easy for parents and students to understand
- Assessments lead directly to actionable steps (research possible careers, research and apply to college, etc.)
- Tasks and progress are saved from year to year

# Survey Builder

- Use Naviance anytime you need students to vote on anything!
  - Homecoming royalty
  - Student government
  - Mock elections
  - Action research

# Why Naviance?

- Save on printing costs for pencil/paper surveys
- Automated tabulation of votes
- Results are easy to understand
- Ensures each student votes only once
- Familiarizes students with a system you want them to be using anyway (as opposed to Survey Monkey, etc.)

# Communicate with Parents/Students

- Easily send mass emails to parents and students who have saved their contact information:
  - Upcoming college visits
  - Newsletters
  - Calls for volunteers



# Why Naviance?

- Save email templates for future use
- Familiarize students and parents with Family Connection
- Increase percentage of those providing an email address in FC (for reminders about scholarships, college visits, etc.)
- Never expose individual email addresses

# Questions



- Success Planner
- Career Units
- Letters of Recommendation
- Special Education Transition Planning
- Survey Builder
- Communication with Parents/Students

