

## To Access Tasks the Students Must Complete in Naviance

Go to the Naviance Portal (student can access this from the CCSD website)

Go to [www.cobbk12.org](http://www.cobbk12.org)

Parents

Naviance

About

My Account

Contact Info

Ensure that there is a working email...hit save

Look under “Important To-Dos or Tasks”

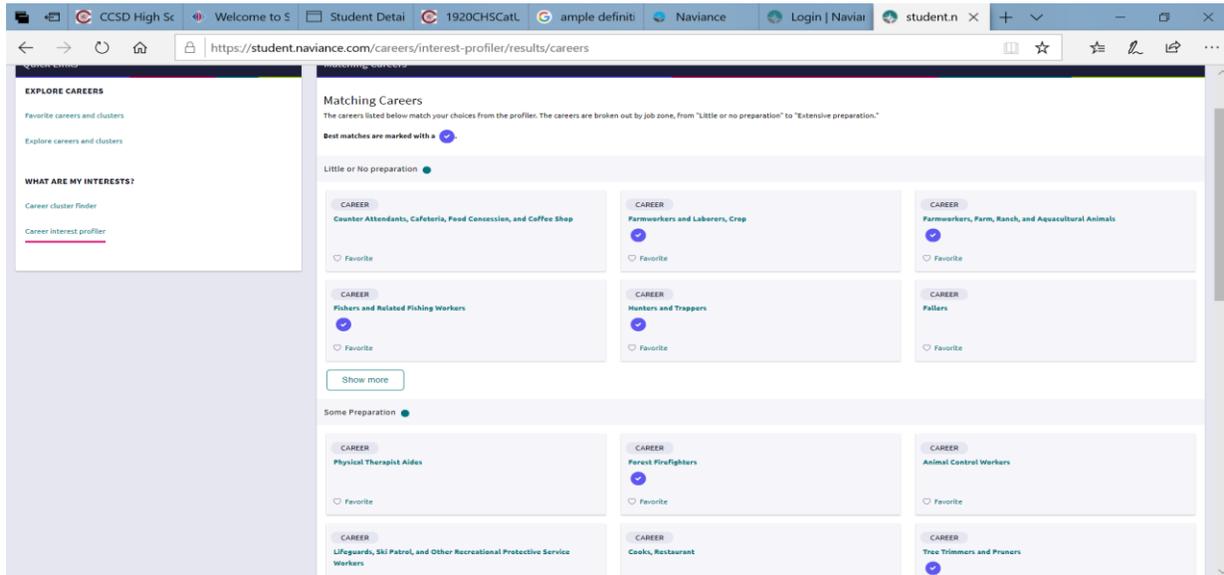
The students should complete the “**Career Interest Profiler,**” “**Add 3 careers to my list**” and the **Dual Enrollment Survey** tasks.

### **For the “Career Interest Profiler” Tasks students should:**

Click on the tasks to be completed, then click on the link beside the red and white arrow sign. *The teacher can read the introduction or have the students read them silently.* The students simply press start to begin tasks. Once the students complete their *Career Interest Profiler*, they will be given their results. They can then click on “View Matching Career” at the bottom of page. The best matches

will be marked with a . The students can then click on that career for a job description and credentials. They must click on **favorite** to add that career to their list.

This is the sample screen for Matching Careers.



**For the “Add 3 careers to my list” tasks students should:**

Click on the tasks to be completed, then click on the link beside the red and white arrow sign. They can look up/type in career using keyword or by category and click on favorites to add to their list. They can also use a generated Holland Code that is given after completion of the Career Interest Profiler. *The Holland Code was created by a psychologist, Dr. John L. Holland. He created the Holland code career model, which maps job environments to six different personality types. Dr. Holland's research suggested that for any personality type, the career most aligned with that type is more likely to be enjoyable and fulfilling.*

For the **Dual Enrollment Task**, students should simply answer the questions regarding Dual Enrollment