Career Planner Customization Options

This article includes examples of what areas in Career Planner can be customized.
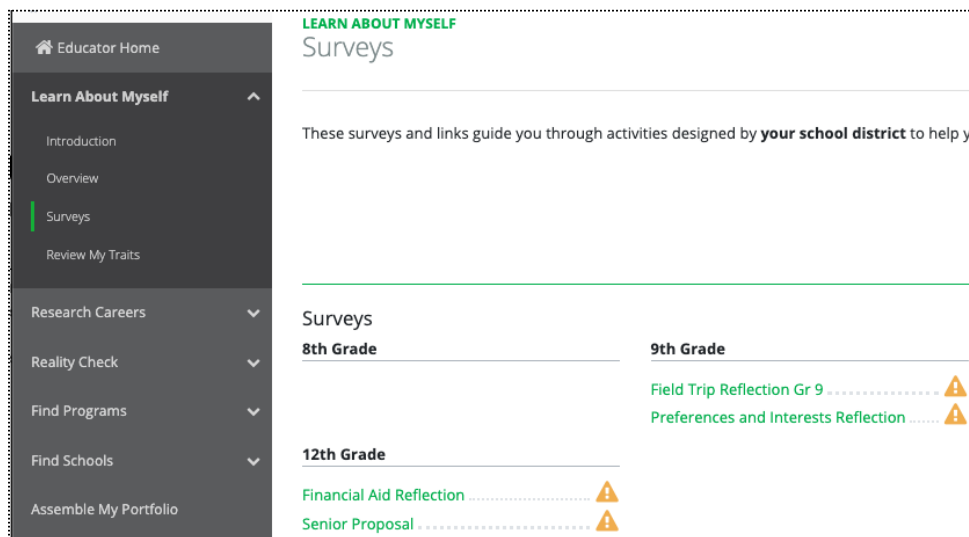
Areas for potential customization:

- **Surveys -** Set questions in a form for students to answer to guide them in activities.
- **Assignments/Worksheets** - Links to documents for students to access documents to use for lessons.
- **Resume Templates** - Resume formats to match a district's format preference

Login to [district].schooldata.net/v2/high-school-and-beyond/#/career-planner

Surveys

All districts will start with a **Financial Aid Reflection Survey** for 12th graders.

If a district is interested in adding a survey, email support@schooldata.net with the PDF or Word document listing questions and question format to be created.

Question options include:

Text Answer	
	Which field trip did you choose? Type your answer above

Yes/No, True/False	Think about your dream career. Did this field trip pertain to what you want to do? Yes or No
Multiple Choice - Single Select	Preparation ‹ Excellent Above Average Satisfactory Fair, Needs to Improve Poor ›
Informational/Guidance	**Step #1: Create and turn in your resume** Gather all of the information needed. This may take time if you have to get contact information from previous employers or volunteer supervisors. Look at the resume template and sample resume below for examples of what you'll need. Resume Template Resume Example Fill in all the information in the template provided or the template of your choice. Once you are done, **show your resume to your teacher** so that they can put it in the gradebook or give you tips on how to make it better. ‹ ›

Assignments/Worksheets

Educators will soon have direct access to the area for additions. However, for right now, a direct link has to be used.

A district can add links to documents for one or more students at a time in this area. Links can be accompanied by comments to provide instructions on how to use them.

MY PORTFOLIO
Assignments and Worksheets

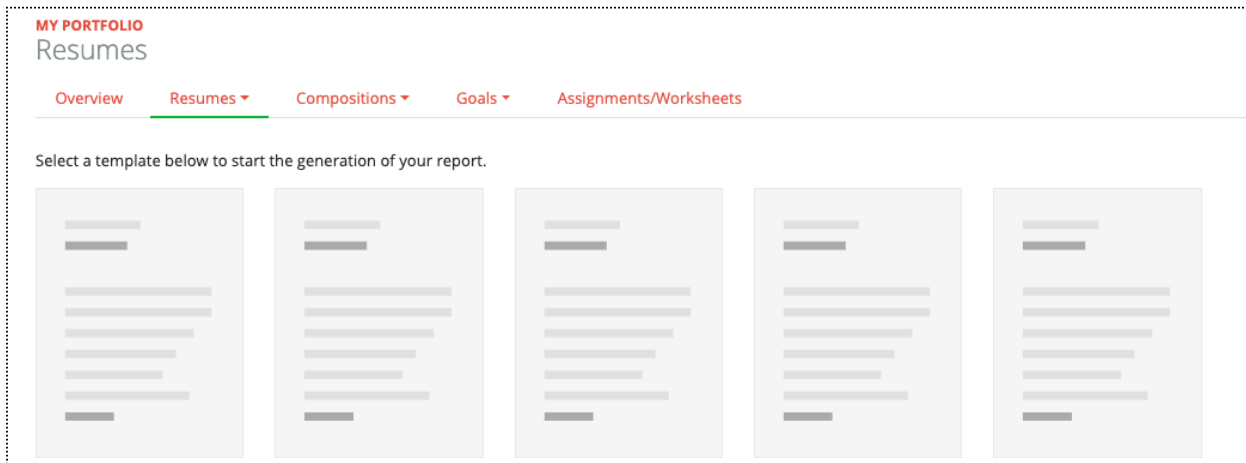Overview   Resumes ▾   Compositions ▾   Goals ▾   Assignments/Worksheets

Link	Comments
Senior Portfolio 2020 - HSB Plan	A guide for students and parents

For more information, see the articles [Assignments and Worksheets](#), [Assemble My Portfolio: Assignments/Worksheets](#).

Resume Templates

Districts will start with a few resume templates. If an additional template is desired, send in an example of one filled out along with notes of what areas of the Resume Builder go where on the provided template. Email support@schooldata.net

See the article [Assemble My Portfolio: Resume](#) for more information.