

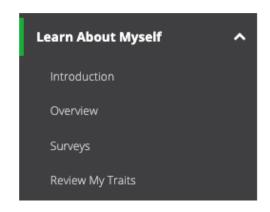
NAVIGATING CAREER PLANNER

Log in by going to https://[yourdistrict].schooldata.net/v2/career-planner/#/

See Login, Reset, Update - Student for more information.

In the **Career Planner** application, you are provided ways to discover your career, how to get the training you need to enter the career, and help find the schools or colleges to prepare you for your career. **Click the caret** on the left side menu to expand the area below.

Learn About Myself

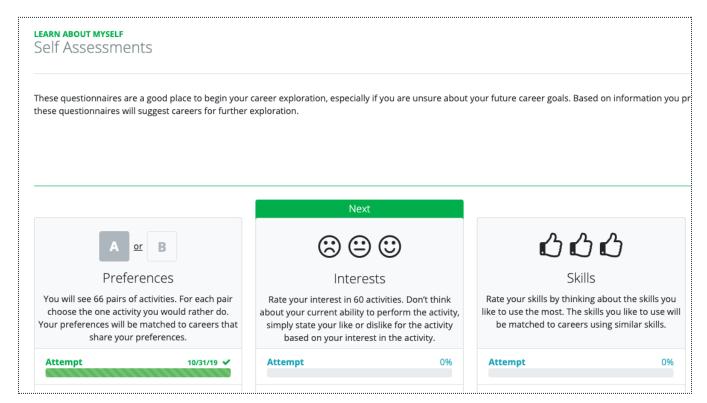


Examine your **Interests**, **Preferences**, and **Skills** to explore how they align with potential careers.

There are no right or wrong answers - think about what you want to do and have fun!

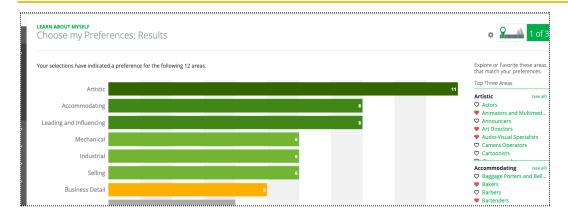
Click on Attempt to begin one of the three self-assessments.

See help articles: <u>Preferences Survey</u>, <u>Interests Survey</u>, <u>Skills Survey</u> for more information.



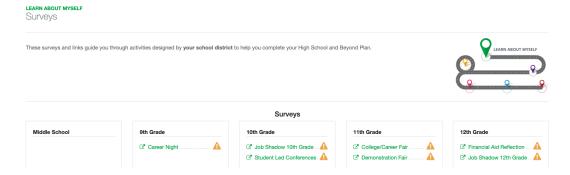
When completed, **results** are provided and suggested careers match.





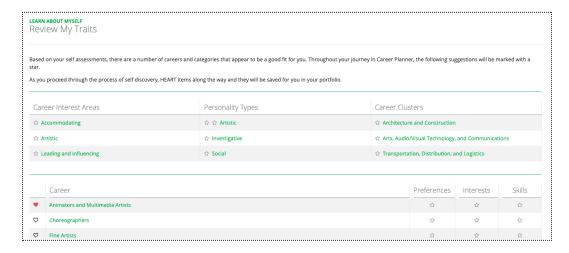
Surveys

Surveys guide you through activities designed by your school district to help you complete your High School and Beyond Plan. Click the **survey link** to begin answering the provided questions.



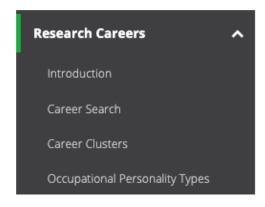
Review My Traits

With two or more self-assessments completed, the **Review My Traits** page will populate a list of careers that match. The careers that match the most self-assessments will be at the top. Click the **heart** on any career(s) you may want to investigate or are interested in.





Research Careers

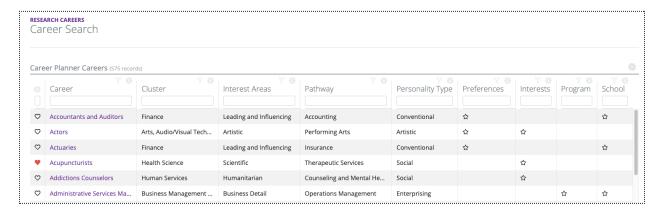


- What will you do in your career every day?
- How much does it pay?
- What is the training required?
- Will there be jobs in the future?
- Who hires people in these jobs?

These are all important factors to consider when making decisions about your future.

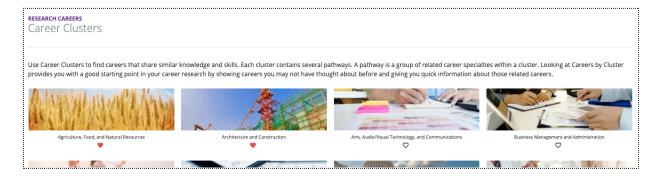
Career Search

Use the **search boxes** to find careers by name, self-assessment results, or programs and schools favorited.



Career Clusters

These are areas categorized by type of career. Click into **Career Cluster** or your **favorite** one to see similar careers in an area you might be interested in.





Occupational Personality Types

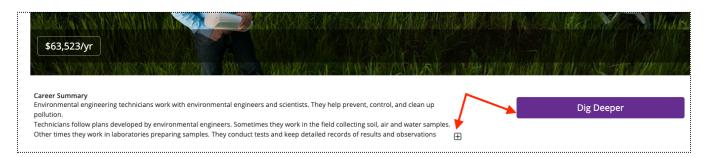
These areas are categorized by personality type found in the Self Assessments. Click on an **Occupational Personality Type** to see the various careers categorized here.



Investigating a Career

From any area where you see the name of a career, click on it to learn more. This provides an overview of the career and its median salary in Washington.

Click the (+) to see a full description of the career. To investigate the career further, click the Dig Deeper.



On the top, the **Duties, Requirements, Training, Wages, Employment Outlook, Things to Know, or Resources tabs** provide more ways to investigate a career.



On the right, you will find **Related Careers** and **Related Programs**.

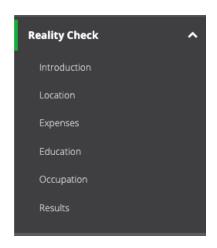


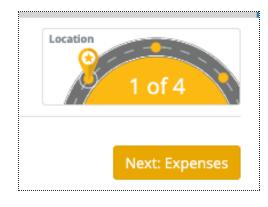


Reality Check

Use Reality Check to build a budget for your future lifestyle. State your preferences for where you want to live, what you want to have and do, and the level of education you will achieve. Then see the careers that will support your life choices.

From the **Introduction**, click **Location** to begin. As you select Location and the other categories, you will be given a **button to go to the next part** of Reality Check.

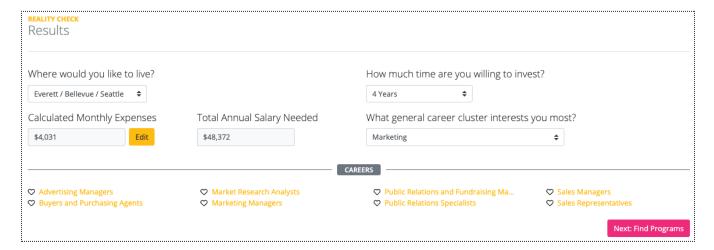




Results

When each category of Reality Check has been filled in, the Results page will provide a list of Careers to favorite or click to investigate.

- Drop-down boxes can be changed to look at other career availability.
- Click **Edit** to change monthly expenses to update the annual salary.
- Unsure of a Career Cluster, select No Preference to show careers for all other selections.

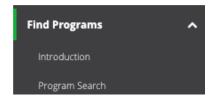


See the help article Reality Check: Basic Guide for more information.

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Find Programs



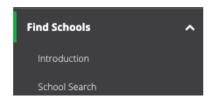
Program search is a versatile tool that lets you quickly look up educational programs using many filtering options. It includes Colleges, Apprenticeships, Certification and Vocational Training Programs.

Program Search

Use the **search boxes to find educational programs** by name, self-assessment results, or careers and schools favorited.



Find SchoolsFind Schools



School search is a versatile tool that lets you quickly look up schools using many filtering options. It includes Colleges, Apprenticeships, Certification, and Vocational Training Programs. It includes all states and U.S. territories.

There are many things to think about when selecting a college. Here you will learn everything you need to know about colleges to choose the one that fits your criteria and provides the best training for your career.

School Search

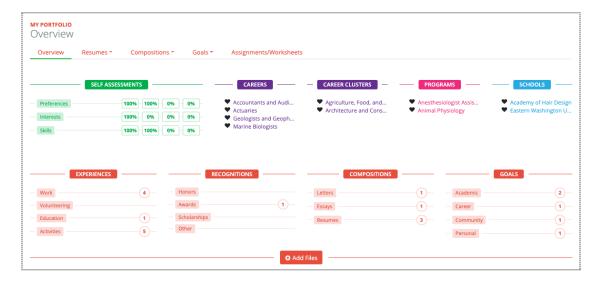
Use the **search boxes to find schools** by name or state. Click the **Advanced Search** to search by a specific Location, School Size, Housing, Sports, and more.





Assemble My Portfolio

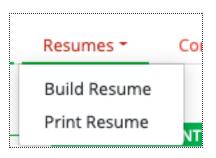
Your portfolio stores your assessment results, favored careers, programs, schools, goals, and experiences. You can always check in with your portfolio to ensure you remember what you are exploring as you build your plan.



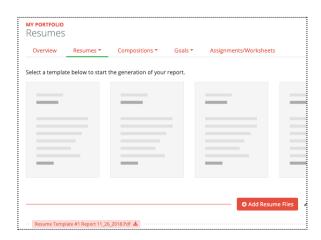
See the help article <u>Assemble My Portfolio: Uploading Files/Links Assemble My Portfolio:</u> Assignments/Worksheets (Students) for more information.

Resumes

Build your resume to access and add more as you gather skills. In the resume sections, click the **+ Add** to begin adding to your resume. Then **Print** your resume with a pre-set template or upload your resume.





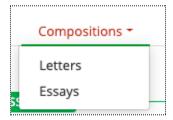




See the help articles <u>Build My Resume Part 1 Basics</u>, <u>Build My Resume Part 2 Work</u>, <u>Volunteer</u>, <u>Build My Resume Part 3 Activities</u>, <u>Awards</u>, <u>Honors</u>, <u>Build My Resume Part 4 Add</u>, <u>Review</u>, <u>Download</u>, <u>and Print</u> for more information.

Compositions

Fill in fields to create **Letters** or **Essays** to access later. This is a great location to create various cover letters, then generate them for printing. In the selected area, click the **+Add** to begin.



Goals

Start thinking and creating your **Education/Academic**, **Career**, **Community**, **or Personal goals**. These can be entered each school year and reflected on to see how you have grown. In the selected area, click the **+Add** to begin.



Assignments/Worksheets

Your district provides links here to access reference information, help for a specific graduation year, or assignments to complete. Follow the instructions in the comments and click the link to access the document/webpage.



MY PORTFOLIO Assignments and Worksheets Overview Resumes ▼ Compositions ▼ Goals ▼ Assignments/Worksheets Link Comments Senior Portfolio 2020 - HSB Plan A guide for students and parents Letter of Recommendation Students can download this sheet, fill in the necessary spots and pass to counselors/educators for recommendat