



Naviance Features

Accessing Your Account

- log into Office 365, click on the clever app, click on naviance app

About Me Tab

- Under “MY ACCOUNT” (under your name) you can see personal information that was imported from Skyward. You can update this information as needed.
 - All students **MUST** have a **PERSONAL** email address in the system to ensure that you are receiving all email correspondences that our office sends throughout the year.
 - GPAs are listed in this section.
- Under “MY STUFF” you will find standardized test scores once you take the exams and your resume.
- Under “POST SECONDARY PLANS” you can complete the game plan survey, which provides the Counseling Office information about your post-secondary plans. When finished, please be sure to click “save changes and I am finished”. The game plan can be updated at any time once completed.

Careers Tab

- This section has various career information. Complete the “career interest profiler”
- “Explore Careers and Clusters”- use this option if you know of a specific career or career category
 - You can add careers to your saved list by clicking the “add to my list” at the top of the page where the description of the career is
 - When researching careers; other related careers and suggested majors will be listed to provide you with other options
- Save potential careers and career clusters

College Tab

- College Search- select criteria specific to you such as location, major, size, etc. to provide you with a list of schools that match specifically what you are looking for in a college
- College Compare- you can list up to 10 schools to compare
- College Resources- offers websites for college, career, and financial planning
- College Maps- map showing where previous PAHS students have been accepted, where they are attending, and most popular schools that PAHS students applied to
- Acceptance History- provides statistical data on acceptance from previous PAHS students
- Scattergrams- graph that provides statistical information to compare yourself with previous PAHS students who have been accepted at the college you are considering
- Save potential colleges to “colleges I’m thinking about”

- Enrichment Programs- summer pre-college experience and leadership seminars for high school students