

# Parent Guidebook for Using



NAVIANCE

Family Connection

# The Benefits of Using Naviance

Naviance Family Connection is a valuable tool for the Kenmore East community. The program creates an online portfolio of your child's interests, strengths, and experiences, culminating in a post-secondary plan that outlines his or her goals upon graduation. As sophomores, students take the first step in post-secondary planning—getting to know themselves. They complete inventories that assess their learning styles and personality types. The results of these inventories are stored in Naviance, so that the students, their parents, and their school counselors can access them. The results are comprehensive, giving students an in-depth explanation of their strengths and their potential blind spots, as well as possible career choices.

Students can then take the next step in post-secondary planning—uncovering their interests and skills. Naviance provides a career interest inventory and a quiz that determines what career clusters they may be interested in. After getting the results from these inventories, students can use the Naviance program to explore their potential careers, including the tasks and skills of that career, education requirements, and salary range. Given that students' interests often change and develop, students can retake these interest inventories at any time.

In their junior year, students begin the college search process. The Naviance program is an invaluable tool that streamlines the research process, allowing students to use GPAs, test scores, and potential majors or careers to find schools that match their needs. Students can conduct an in-depth search for schools by location, size, religious affiliation, academic programs, athletics, competitiveness (in admissions), racial diversity and cost. Naviance will give profiles of most colleges, including admissions requirements, deadlines, tuition cost, financial aid information, and an overview of student life. Tools on Naviance also allow students to compare their GPA and test scores with the average GPAs and test scores of other Kenmore East students that were accepted at particular schools. This allows students to see if they have a viable list of potential colleges. Other tools will suggest schools for students based upon the students' GPA and scores, or based upon the students' current list of potential schools. At this time, students who may be entering the workforce after high school can also use Naviance to update their resumes and search for potential careers. Naviance streamlines the college and career search and research process with a wealth of information and tools.

As seniors, students will use the Naviance program to apply to the schools of their choice. Most schools now accept applications online, either through the Common Application website or through their own individual website. Seniors at Kenmore East will use Naviance to request teacher recommendations and link their Naviance account to their Common Application account. This process allows the counseling department to send all of the students' information electronically, saving money, paper, and time. On Naviance, the counseling department also posts the schedule for visits from college representatives, as well as timelines for both juniors and seniors.

Naviance Family Connection is a valuable tool for post-secondary planning. It allows students to explore their learning style, personality type, career interests, and potential college plans. We encourage parents to become familiar with the system and support their children's endeavors through Naviance.

# Getting on Naviance

To create an account on Naviance Family Connection, parents/guardians of students need to know their registration code for the Naviance website. If you do not have your registration code, please contact the counseling office.

Once you have your registration code, you may access Naviance Family Connection by going to the Kenmore East website. Go to <http://www.kenton.k12.ny.us/Domain/254>. Click on “Counseling Center” on the left of the page and then “Naviance Family Connection.”

Once you have clicked on the link you will see the Family Connection log in page. Click on the “**I need to register**” link.

https://connection.naviance.com/family-connection/auth/login/?hsid=kenmoreeshs - Google Chrome

Hobsons, Inc [US] https://connection.naviance.com/family-connection/auth/login/?hsid=kenmoreeshs

Welcome to Family Connection  
Use your Novelle password and Username to login

username

password

remember me

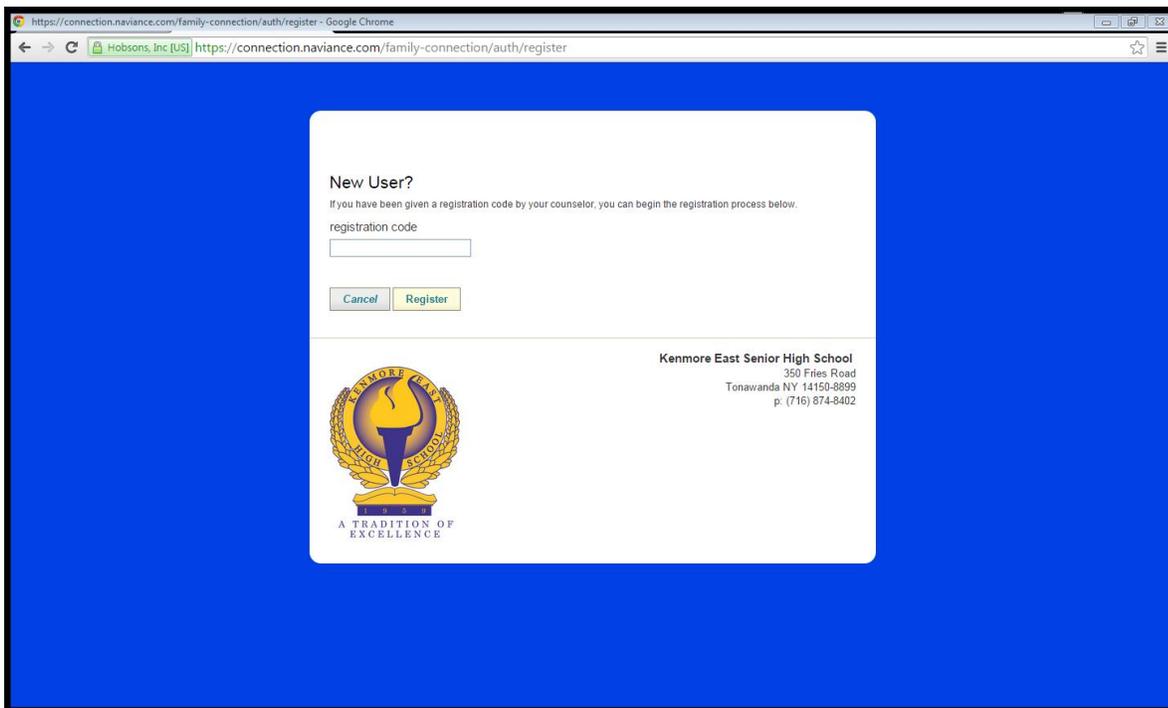
[Log In](#)

[forgot your password?](#) [need additional help?](#)

are you new here?  
[I need to register](#)

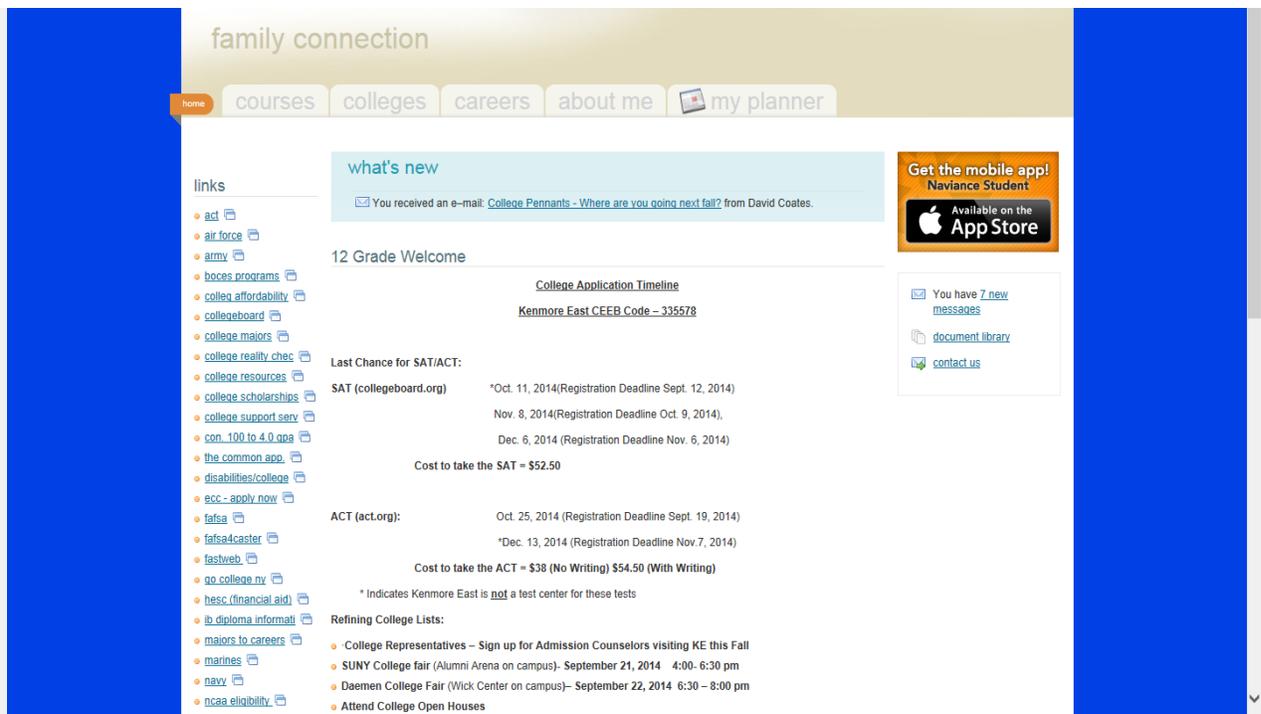
  
KENMORE EAST  
HIGH SCHOOL  
A TRADITION OF  
EXCELLENCE

**Kenmore East Senior High School**  
350 Fries Road  
Tonawanda NY 14150-8899  
p. (716) 874-8402



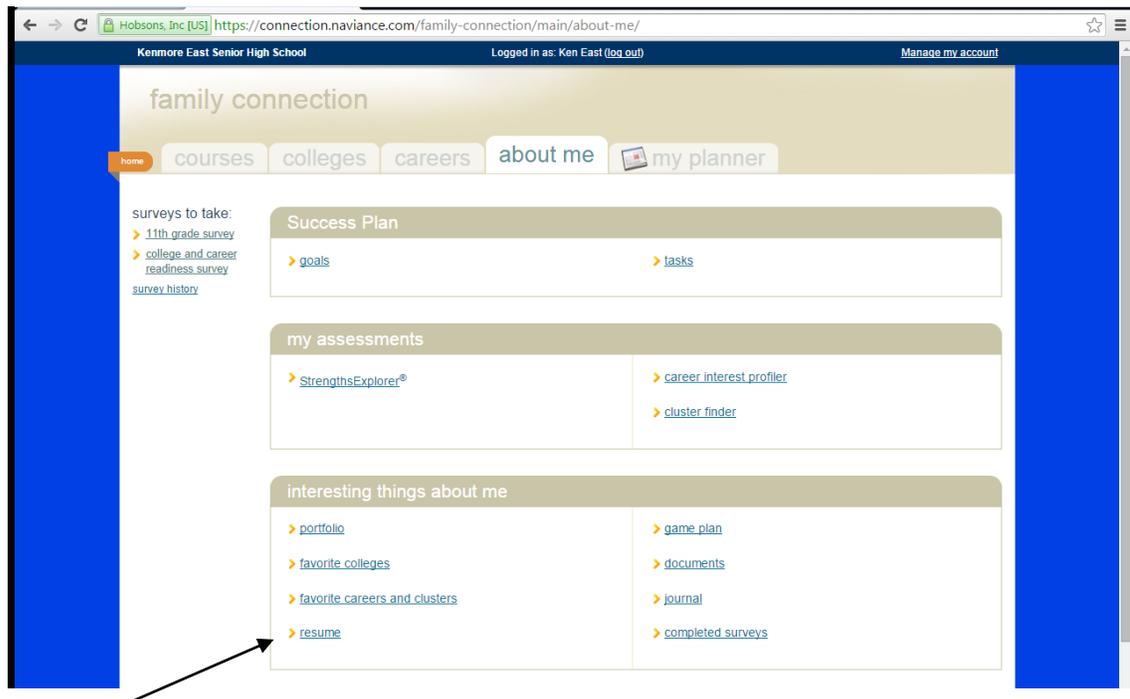
On this page enter the registration code you were given to register. Once you have entered your code number, you will be prompted to complete your registration by providing an email address and creating a new password. The email address will become your login username.

This is our home screen for juniors, each grade level has a different home screen.



# “About Me” Tools

During his or her freshman year, your child will create a Naviance account and complete an inventory. Your student may also have begun working on his or her resume. This function allows students to enter their relevant skills, academic achievements, and work experience. We recommend that students continue updating their resume each year to add more activities and experiences. You can access your child’s resume by clicking on the “resume” link.

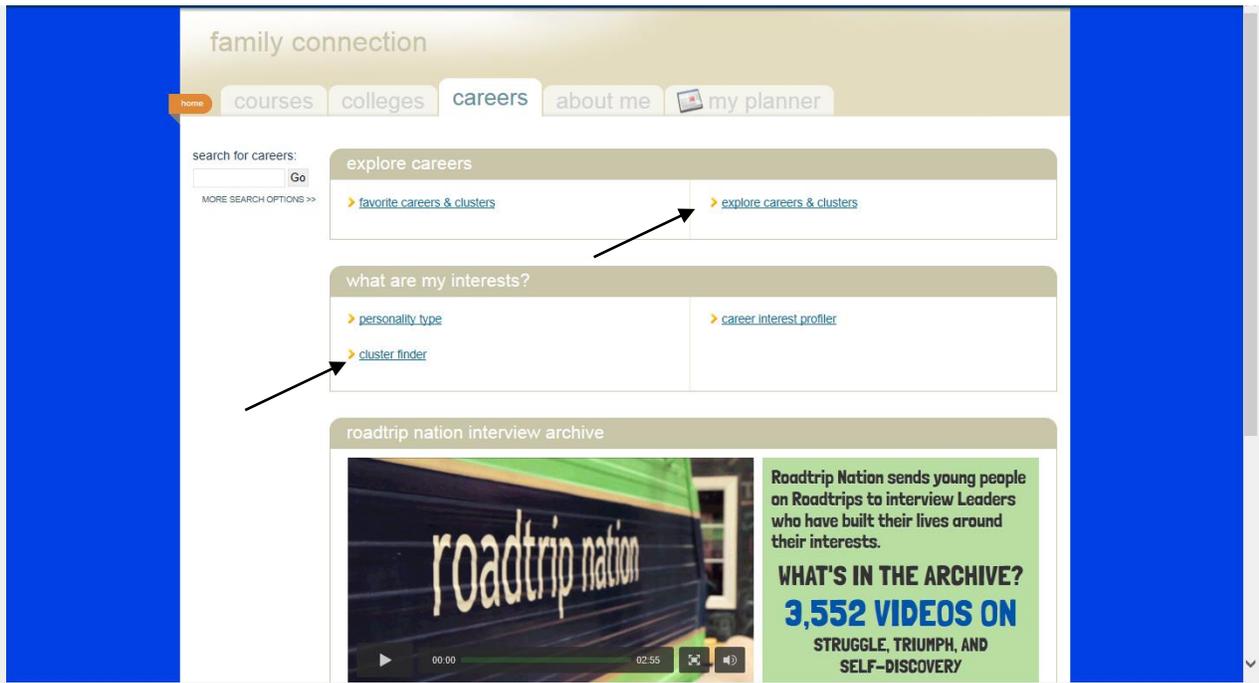


# Career Exploration Tools

In your child’s sophomore year we explore potential career paths. The “career interest profiler” asks your child a series of questions designed to determine what types of careers he or she might be interested in. The results of the quiz will give your child a list of potential careers. You or your child can explore the daily tasks, skills, education requirements, and average salaries of these careers by clicking on them. You can view the results of your child’s career interest profiler by clicking on the “careers” tab and the “career interest profiler” link.

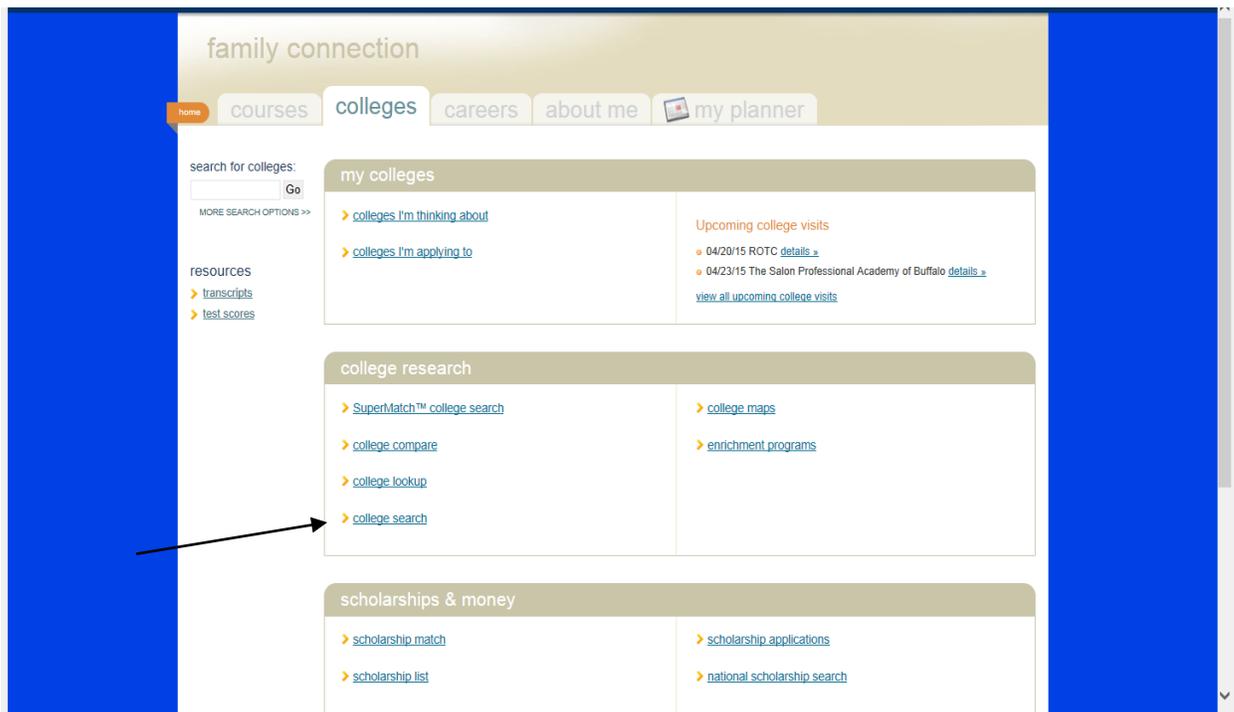
Another tool is the career “cluster finder.” This tool assesses your child’s favorite activities, school subjects, and personal qualities to determine which career clusters he or she may be interested in. After getting their results, students can explore the career clusters on Naviance. You can view your child’s results by clicking on the “cluster finder” link and viewing the previous survey results. Given that students’ interests frequently change and develop, students can retake this cluster finder or career interest profiler at any time.

When exploring jobs or career clusters, the “overview” of careers gives a brief job description, as well as related majors and colleges that offer that major.

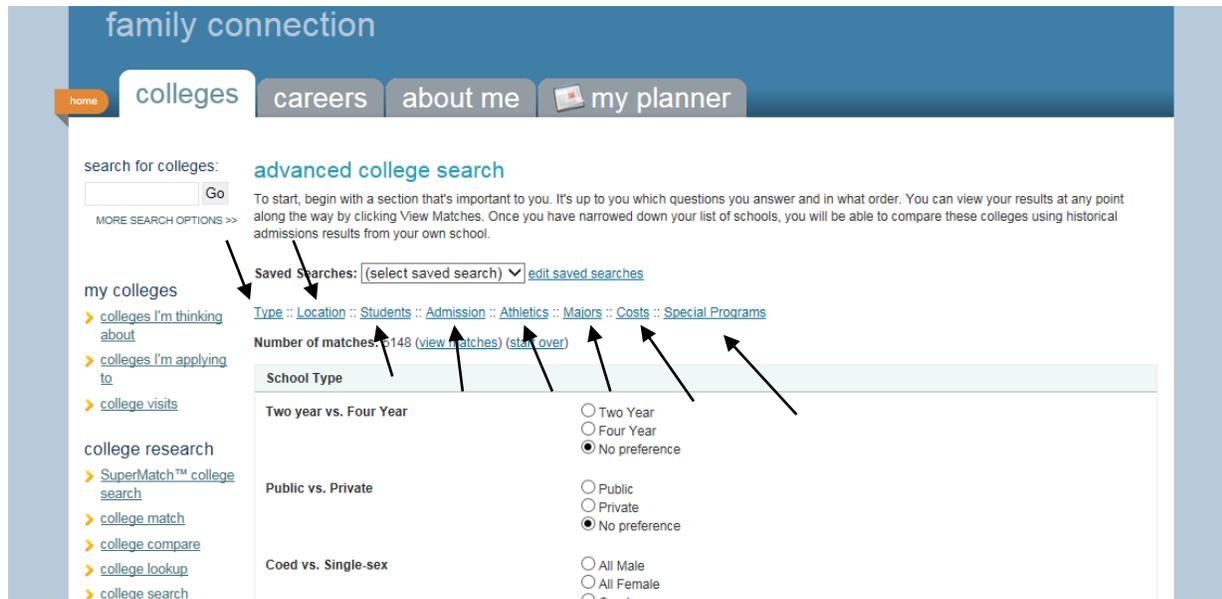


# Researching colleges on Naviance

The Naviance program is a valuable tool in the college search process. Students may want to explore colleges by going back to their previous “career interest inventory” results to see what colleges offer programs for their prospective careers. Another starting point for the college search process is to use the “college search” tool on Naviance. This tool allows you to search for colleges based upon location, size, competitiveness (in admissions), religious affiliation, academics, athletics, cost, and other considerations. You can redo this search as many times as you like, entering different preferences each time. The tool is available under the “colleges” tab and the “college search” link.



The search function asks for your child's preferences on a number of factors.



An alternative to the college search tool is the SuperMatch college search tool. This tool allows you to search on 22 different criteria and get instant results. This tool is available under the "colleges" tab and the SuperMatch college search link.

The screenshot shows the 'College Search' interface with '4,168 schools available' and 'a SuperMatch' logo. The search bar is labeled 'FIND & PIN A SCHOOL BY NAME' with a placeholder 'Enter name of school'. Below it, 'FIND YOUR BEST FIT' is followed by a list of 22 criteria: Location, Majors, My Scores, Tuition and Fees, Ethnicity, School Type, School Size, Campus Setting, Public or Private, Gender Mix, Historically Black, Getting In, Graduation Rate, Organizations, Special Services, Disability Service, Sports, and Greek Life. The 'How Do I Get Started?' section includes three steps: 1. Click (Click a criteria item to the left and enter your data to get started.), 2. Rank (Rank how important each of your criteria items is to your decision.), and 3. Shazamm! (Check out the results and find schools that are right for you!). A video player is shown with the text 'Check out this video for a quick demo!' and 'PATENT PENDING'.

Another useful tool on Naviance is the **“College Lookup”** tool. Also available under the colleges tab, this tool allows you to view in-depth information about colleges that your child may be interested in. The “lookup” page gives **contact information** for the school, as well as a link to their website.

Click on the **“Graph”** link to see a scattergram that shows where your child’s scores fall in relation to other students who were either accepted, rejected, deferred, or waitlisted at this school. The “School Stats” link gives an in-depth application history that Kenmore East has with this school.

Click on the **“Overlaps”** link to see a list of other schools that students frequently apply to when they apply to this school.

The screenshot shows the Naviance website interface for McGill University. At the top, there are navigation tabs: home, colleges, careers, about me, and my planner. Below the navigation is a search bar with the text "search for colleges:" and a "Go" button. An arrow points to the search bar. To the right of the search bar, the text "McGill University :: Montreal, PQ :: Canada" is displayed. Below this, there are two columns of contact information: "DOMESTIC ADMISSIONS" and "INTERNATIONAL ADMISSIONS". A box highlights a row of links: "VISIT WEBSITE", "OVERLAPS", "SCHOOL STATS", "GRAPH", and "ADD TO COLLEGES I'M THINKING ABOUT". Below the links is a table titled "How You Compare" with columns for GPA, PSAT to SAT 1600, PSAT to SAT 2400, Single SAT 1600, Combined SAT 1600, Single SAT 2400, Combined SAT 2400, PLAN to ACT, ACT, IB, and Accept. The table compares Joe Wheatley and McGill University\*. Below the table are tabs for "GENERAL INFO", "ADMISSIONS", "FINANCIAL AID", "MAJORS AND DEGREES", and "STUDENT LIFE". The "GENERAL INFO" tab is selected, showing "Application History" and "General Information" sections.

How You Compare	GPA	PSAT to SAT 1600	PSAT to SAT 2400	Single SAT 1600	Combined SAT 1600	Single SAT 2400	Combined SAT 2400	PLAN to ACT	ACT	IB	Accept
Joe Wheatley	3.40	-	-	-	1170	1770	1810	-	27	-	-
McGill University*	3.79	-	2018	-	1350	2018	2043	29	29	-	7/14

The **“How You Compare”** chart will compare your child’s GPA and scores with the average scores of Kenmore East students who were accepted to the school. If the school’s scores are in green, then your child has scores and GPAs that are above average for the school.

Under **“General Info”** you will find the **application history** that Kenmore East has with the school, as well as other background information. Click on the other headings here (Admissions, Financial Aid, Majors and Degrees, Student Life) to find out more about the school.

Once your child has an idea of what schools he or she is interested in, those schools can be added to your child's list of **"Colleges I'm thinking about."** This list can be updated at any time.

Colleges I'm Thinking About - Google Chrome

Hobsons, Inc [US] https://connection.naviance.com/family-connection/colleges/application/consideration/

Kenmore East Senior High School Logged in as: Ken East (log out) Manage my account

family connection

home courses colleges careers about me my planner

search for colleges:  Go

MORE SEARCH OPTIONS >>>

colleges I'm thinking about + add colleges to this list

my colleges

- colleges I'm thinking about
- colleges I'm applying to
- college visits

college research

- SuperMatch™ college search
- college compare
- college lookup
- college search
- college maps
- scattergrams
- acceptance history
- enrichment programs

scholarships & money

- scholarship match
- scholarship list
- scholarship applications
- national scholarship search

resources

- test scores

College	Delivery type	Added By	My Interest	Application Deadlines†	Actions					
				Early Decision	Early Action	Priority	Regular Decision	Manage Communication	Graph	WWW
<input type="checkbox"/> Buffalo State Coll of SUNY		student	N/A	-	-	-	-			
<input type="checkbox"/> Colgate Univ		student	N/A	11/15	-	-	1/15			
<input type="checkbox"/> Ithaca Coll		student	N/A	11/1	12/1	-	2/1			
<input type="checkbox"/> Marist Coll		student	N/A	11/1	11/15	-	2/1			
<input type="checkbox"/> Michigan State Univ		student	N/A	-	-	-	-			
<input type="checkbox"/> University at Buffalo (SUNY)		student	N/A	11/1	-	-	3/1			

Update Interest Remove from List

†College information is provided by the colleges themselves. Costs, dates, policies, and programs are subject to change, so please confirm important facts with college admission personnel.

The **"College compare"** tool is another way to compare your child's GPA and test scores with up to 10 schools at a time.

home colleges careers about me my planner

search for colleges:  Go

MORE SEARCH OPTIONS >>>

college compare

College 1:  :: college picker

College 2:  :: college picker

College 3:  :: college picker

College 4:  :: college picker

College 5:  :: college picker

College 6:  :: college picker

College 7:  :: college picker

College 8:  :: college picker

College 9:  :: college picker

College 10:  :: college picker

Compare Colleges

my colleges

- colleges I'm thinking about
- colleges I'm applying to
- college visits

college research

- SuperMatch™ college search
- college match
- college compare
- college lookup
- college search
- college resources
- college maps
- scattergrams
- acceptance history
- enrichment programs

# Naviance and the Application Process

Many colleges have streamlined their application process by using the online version of the Common Application. This application is available at the website: [www.commonapp.org](http://www.commonapp.org). The first step in the application process is for students to create an account on this website. Once students have created an account, they can begin filling out the application. The Common Application only needs to be filled out once—the information will be saved for every school to which the student is applying.

The next step in the application process is done on Naviance Family Connection. Once students have logged in to their Naviance account, they can click on the “colleges” tab and the “colleges I’m applying to” link. Once they do this, the FERPA privacy notice will appear on the screen. Students can either **waive or not waive** their right to view their teacher and counselor recommendations, and give the school **permission to release** their records. Students should also enter their **commonapp.org username and password**.

The screenshot shows the Naviance interface for managing college applications. At the top, there are navigation tabs: home, colleges, careers, about me, and my planner. Below the navigation is a search bar for colleges and a list of links for 'my colleges' and 'college research'. The main content area is titled 'colleges I'm applying to' and features a section for 'Common App Account Matching - Incomplete'. This section provides instructions on how to match the user's Family Connection account with their Common App account, including steps to create an account and sign the FERPA waiver. It also includes a form to enter the Common App email address and date of birth, with a 'Match' button. A warning message states that once accounts are matched, the FERPA status cannot be changed. Below this, there are 'Tips to successfully match accounts' and a 'Not Needed' link. At the bottom, there is a table with columns for 'Applying via', 'Office', 'My App', 'Results', and 'Messages'.

The counselors recommend that students waive their right to access to allow them to write a recommendation.

Once students have completed the FERPA privacy notice, colleges will be added to their list of “colleges I’m applying to” by the counseling department. Students must fill out the Transcript Request form in order for a transcript to be sent.

The screenshot shows a student dashboard with a sidebar menu on the left and a main content area on the right. The sidebar menu includes links for college match, scholarship match, and test scores. The main content area has a light blue header with a warning about FERPA status and tips for matching accounts. Below this is a table with columns for College, Type, Applying via Common App?, Submissions, Deadline, Office Status, My App., Results, Edit, Manage Communication, Graph, and WWW. The table is currently empty. Below the table, there are sections for 'College that I am attending' (N/A) and 'Teacher Recommendations' with an 'add/cancel requests' link. A table below shows two teachers: James Abdale and John Dinowitz, both with 'In progress' status and notes. A footer note states that college information is provided by the colleges themselves. The Wheatley School logo is in the bottom right corner.

> [college match](#)  
 > [college compare](#)  
 > [college lookup](#)  
 > [college search](#)  
 > [college resources](#)  
 > [college maps](#)  
 > [scattergrams](#)  
 > [acceptance history](#)  
 > [enrichment programs](#)

scholarships & money  
 > [scholarship match](#)  
 > [scholarship list](#)  
 > [scholarship applications](#)  
 > [national scholarship search](#)

resources  
 > [test scores](#)

⚠ Once you match accounts, your FERPA status can no longer be changed and you cannot unmatch your account.

Tips to successfully match accounts:

- Make sure you use the **email address** that you chose for your Common App account.
- Make sure the **last name** on your Family Connection profile matches the last name you used to create your Common App account.
- Make sure your **date of birth** on your Family Connection profile matches the date of birth on your Common App account.

[Not Needed](#)

[view detailed status](#) | [compare me](#)

College	Type	Applying via Common App?	Submissions	Deadline	Office Status	My App.	Results	Edit	Manage Communication	Graph	WWW
College that I am attending											
N/A											
Teacher Recommendations											
<a href="#">add/cancel requests</a>											
Teacher			Status	Your Note							
James Abdale			In progress	You are cool							
John Dinowitz			In progress	Jets rule							

† College information is provided by the colleges themselves. Costs, dates, policies, and programs are subject to change, so please confirm important facts with college admission personnel.

Wheatley School

If teacher recommendations are needed, the teachers should be first asked in person, and then entered into Naviance. This can be done by clicking on the “**add/cancel requests**” link under “Teacher Recommendations.”