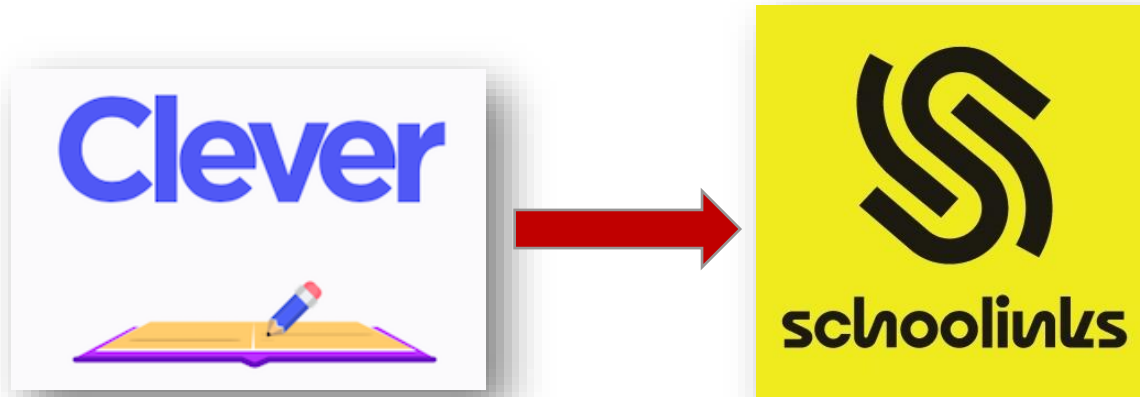




Accessing SchooLinks

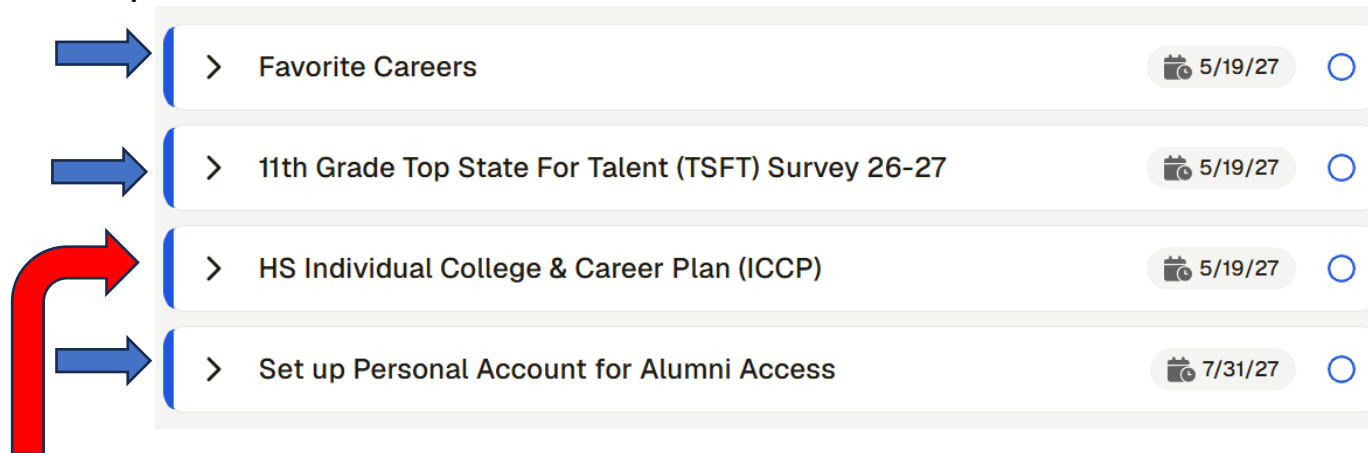
- Go to Clever
- Look under “More Apps” for SchooLinks





Three Tasks To Complete Before Advisement

- On your homepage, you will see the tasks to complete under the **To Do List**
- There are three tasks to complete before Junior Advisement:
 1. Favorite Careers
 2. 11th Grade Top State For Talent (TSFT) Survey
 3. Set Up Personal Account for Alumni Access



You will complete the HS Individual College & Career Plan (ICCP), during Junior Advisement with a school counselor. **Do not do this on your own.**



Task 1: Favorite Careers

You must favorite at least 3 careers in the Career Center.

1. Click **Favorite Careers**
2. Click **Go to Feature**
3. You will see a list of careers. You can filter these careers based on region, clusters, education level, etc.
4. Click on a career you're interested in
5. Click **Add to Favorites**
6. Click **Back**
7. Repeat the process for two additional careers so you will have three total favorited careers. Click **Home**.



The screenshot shows the Career Center interface for the career 'Accounting and Auditing'. The main title is 'Accounting and Auditing' with a subtitle '(Accountant, Financial Officer, Bookkeeping, CPA, Certified Public Accountant (CPA), +1 More)'. Below this is a blue button labeled 'Management & Entrepreneurship'. The 'Profile Navigation' section includes 'General Overview' (selected), 'Education & Training', 'Career Q&A', and 'Career Outlook'. The 'Career Actions' section contains three buttons: 'Favorited' (blue with a heart icon), 'Set as Career Goal' (white with a triangle icon), and 'Related opportunities' (white). To the right, the 'General Overview' sidebar shows a 'State area filter' dropdown set to 'N...', and several metrics: 'High Job Growth' (green), 'Medium Salary' (blue), 'Current Employment' (green), 'AI Impact' (orange), and 'Minimum Education' (blue). At the bottom of the sidebar, it says 'Accountants manage &' and 'Frequently asked qu'.



Task 2: 11th Grade TSFT Survey

1. Click on **Home**
2. Click **11th Grade Top State For Talent (TSFT) Survey**
3. Click **Start**
4. Answer each question
5. When you have completed the survey, click **Next**
6. Click **Back to Dashboard**



Congrats, you completed this activity!



Back to dashboard

Restart task



Task 3: Set Up Personal Account for Alumni Access

1. Click **Home**
2. Click **Set Up Personal Account for Alumni Access**
3. Click **Go To Feature**
4. Click **Add Email**
5. Enter your personal email address (not your students.cobbk12.org)
6. Create a new password and confirm the new password. Your password must be 8-20 characters and include at least one lowercase, one uppercase, and one number.
7. Click **Save Email**
8. Click **Home**
9. You should now only have the HS Individual College & Career Plan (ICCP) task remaining. You will complete this task during Junior Advisement with a school counselor. **Do not do this on your own.**



> HS Individual College & Career Plan (ICCP)