

LHS Naviance/ICAP Presentation



GRADE 10

SPRING 2019

Objectives



- Update Personal Information (like email)
- Graduation Requirement Lesson (Mark Complete)
- Create/Update Resume
- Complete any Unfinished Tasks

ICAP



AD12 HS GRAD REQUIREMENT

AD12 Counseling Leadership Team 4/2018

GRADUATION REQUIREMENTS

LHS Graduation Requirements

- 4 English
- 3 Math
- 3 Science
- 1 US History
- .5 US Government
- 1.5 Social Science
- 1 PE (.5 Healthy Choices, .5 PE)
- 2 Fine & Practical Arts
- 7 Electives
- **23 total**

*** Students must also meet College and Career Competency Requirements**

Recommendations for 4-year Colleges

- 4 English
- 4 Math (Math I & higher)
- 3 Science (2 labs)
- 1 US History
- 2 Social Science
- 1 World Language
(more competitive schools require more, 2-3)
- 2 Academic Electives
(Math, Science, English, Social Science, W. Lang.)
- **17 total**

COLLEGE & CAREER COMPETENCY



Demonstration	English Language Arts	Mathematics
Accuplacer	62 on Reading Comprehension or 70 on Sentence Skills	61 on Elementary Algebra
ACT	18	19
ACT Work Keys - National Career Readiness Certificate	Bronze or Higher	Bronze or Higher
Advanced Placement	2+	2+
International Baccalaureate	4	4
ASVAB	31	31
Concurrent Enrollment	Passing Grade	Passing Grade
District Capstone	Individualized	Individualized
Industry Certificate	Individualized	Individualized
SAT	470	500
Collaboratively-Developed, Standards-Based Performance Assessment	State-Wide Scoring Criteria	State-Wide Scoring Criteria

*The Colorado Department of Education's menu of college and career competency requirements is subject to change and revision. When changes are made, the district will update its requirements to ensure adherence to the state's guidelines.

MARK THE TASK COMPLETE



- CLICK ON MY PLANNER
- CLICK ON TASKS
- CLICK ON AD12 10TH GRADUATION REQUIREMENT LESSON
- CLICK ON MARK COMPLETE

ICAP



AD12 HS RESUME

AD12 Counseling Leadership Team 4/2015

What is a Resume for?



- Prepare yourself for summer job applications
- Keep track of volunteer hours (for scholarships)
- Have all your information in one place for college applications

RESUME



- Resume
 - Start with one section – SUMMARY

 - Click on “ABOUT ME”
 - ✦ Click on “My Stuff”
 - ✦ Click on “Resume”
 - ✦ Note that there are TWO tabs – Add/Update Sections & Print/Export Resume
 - ✦ Click on the + to select a section
 - Select Summary
 - List 5 qualities about yourself (ie. I am an excellent listener)

RESUME



 Naviance | *Student*

[Home](#) [Colleges](#) [Careers](#) [About Me](#) [My Planner](#)

Welcome,

Search for Colleges



 Type a college name



ABOUT ME
Home



NITTANY LION
My Account

My Stuff



My Assessments



My Surveys



Postsecondary Plans



WELCOME!

My Favorites

RESUME



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Welcome,

[Search for Colleges](#)




 Type a college name


 ABOUT ME
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My Stuff 

My Assessments 

My Surveys 

Postsecondary Plans 



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RESUME



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[Home](#) [Colleges](#) [Careers](#) [About Me](#) [My Planner](#)

Welcome,

Search for Colleges



 Type a college name



[← Back](#) **My Stuff**

[My Surveys](#)

[Resume](#)

[Test Scores](#)

[Documents Shared With Me](#)

[Journal](#)

WELCOME!


My Favorites


RESUME




Resume

[Add/Update Sections](#) [Print/Export Resume](#)

 **CLICK HERE**



 **THEN HERE**

- Objective
- Summary
- Work Experience
- Education
- Volunteer Services
- Extracurricular Activities
- Awards / Certificates
- Skills / Academic Achie...
- Music / Artistic Achieve...
- Athletic Achievement
- References
- Additional Information
- Leadership

... a resume yet. To get started, select the Plus button.

RESUME




Resume

Add/Update Sections

Print/Export Resume



 Cancel

 Add Summary

 More tips

TIP:

A summary statement is a quick way to highlight the most significant accomplishments and skills on your resume.

Summary

ADD

RESUME



- After you are done:
 - Click on the link “Print/Export Resume”
 - Click on the Red +
 - Name your resume, pick a template and then click “continue”
 - Click the boxes that you want included in your resume
 - Click “Save”

RESUME



Resume

Add/Update Sections

Print/Export Resume

CLICK HERE



THEN HERE

RESUME



✕ Cancel

Add/Edit Saved Resume

STEP 1

STEP 2

Set Up Resume

Choose Sections

Get started by naming your resume and choosing a print friendly template for this resume. Don't worry, once you've saved this resume you can edit it to make changes at any time. You can also download it as a DOCX file. Then you can make changes to the design of your resume in a word processor to better reflect your audience or your brand.

Name your resume

This is to help you find your resume later. It won't appear on your resume

Name It

Choose a print friendly template

Default Template 1 [PREVIEW](#)

Default Template 2 [PREVIEW](#)

Pick One

CONTINUE

Then Click Here

RESUME



Click to Include

Objective



To obtain a position as a BASE supervisor.

Summary



I am an excellent listener.



I have great communication and writing skills.

Work Experience



Baby Sitter

Thornton, CO

January, 2017 - Present

5 hours/week

Total Hours: 275

Grades 10,11

I work for a family that includes three children. Ages 8, 4, and 3.

Education



Horizon High School, Thornton, CO

11

August, 2016 - Present

Working toward my high school diploma.

Previous

SAVE RESUME

Save When Done

PRINT OR SAVE RESUME



- After Saving, you can either download a PDF or a Word DOCX. To add to this resume, click the edit button. You can have AS MANY VERSIONS as you want!

Resume





Add/Update Sections

Print/Export Resume

My Saved Resumes





Summer Job Resume

Last Edited Mar 20, 2018

-  Edit
-  Download PDF
-  Download DOCX
-  Remove

SAMPLE

Last Edited Mar 4, 2019

-  Edit
-  Download PDF
-  Download DOCX
-  Remove

Unfinished Tasks



- Some students will have tasks that they have not yet completed (i.e. students who didn't complete tasks assigned to them in the fall, transfer students, ALP's)
- Check the following area for any unfinished tasks and work on them. Once you have completed them all, notify the counselor who will verify.
 - Go to: My Planner
 - ✦ Tasks
 - Tasks Assigned to Me
 - Look in the “Tasks you need to work on” box