### **Naviance Single Sign On Directions**

Logon to your ChromeBook (if you know this, skip to Step 3)

Step 1: Navigate to the Classlink Launchpad screen.



Step 2: Sign into Microsoft using AACPS email and password.



Step 3: Scroll down on your Classlink page and click the Naviance Icon



#### Step 4: Click the Student Icon on Naviance Student page



Step 5: Click "Continue with Single Sign On". Do not sign in using

	your email address and
Welcome Student!	password.
<u>e</u>	
Login to Naviance	
CONTINUE WITH SINGLE SIGN ON	
OR	
Email	
For example navigator@naviance.com	
Password	
Type password	
Remember me Forgot your password?	
CONTINUE	
Need additional help? I'm new and need to register!	

# Step 6: NOW. Make sure your email address is current!

## Click your icon.



## Step 7: Click "My Account"

# About Me Home Account My Account

#### **Documents and Notes**

Document Resources

Resume

Goals

Portfolio

Journal

Test Scores

Documents Shared with Me

#### Surveys

Surveys from Your School

Game Plan Survey

Step 8: Your Email should be your personal email...not your parent's or your AACPS email, but your personal email so you can receive and send messages to and from your counselor. Click the "Edit" or pencil icon to update your email address and SAVE.

Personal	Contact
Nickname	Sec. 2017
- Counselor Heather Schramek Year of Graduation 2023 ID # 2323223 State ID - Ethnicity	Home Phone 410-111-1111 Mobile Phone - Address 1111 Broadneck Blvd. - Annapolis, MD 21409 Email twsmith1@aacps.org
N/A Citizenship 1	Academic
- Citizenship 2 -	GPA N/A
	Weighted GPA N/A
	Rank 529
	Class Size 530