

Login

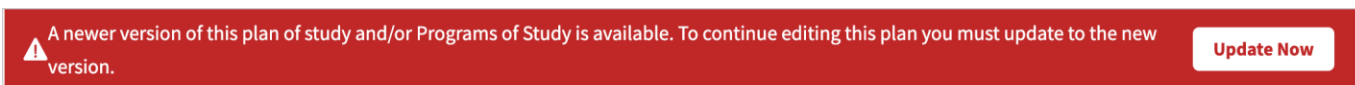
Login to Naviance through Clever: From www.killeenisd.org homepage, select PARENT AND STUDENTS, CLEVER application, and NAVIANCE application.

Overview

Students will create a new plan of study in the Courses^{New} menu to fulfill graduation requirements that align with Endorsement pathways and CTE Programs of Study.

Managing Updates to your Plan


If your school or district changes the requirements or courses that are a part of the plan you selected, you will get a message stating:

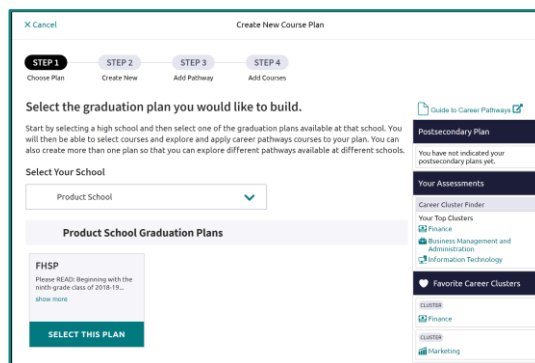


Select **Update Now** to update your course plan with the latest changes to the plan of study; this includes requirement changes to add/remove courses or changes to requirement rules, as well as adding or removing a requirement.

Naviance Student Experience

Create a Course Plan

- From Naviance Student, select the **Courses^{New}** drop-down menu
- Select **Manage Course Plans (New)**
 - If you previously created a Course Plan prior to the 2020-21 school year, you will be able to view your current plan and any draft plans from this location; however, you **will not** be able to edit this plan. If this is your first plan, there will be no draft plans, and this will become your current plan.
- Click the **pink plus** to create a new course plan
 - The Create New Course Plan page displays 
- From the Step 1 screen, use the **Select Your School** drop-down menu
- Pick the school that you are zoned for (if you applied to a program at another campus and have not been accepted, continue by selecting the school that you are zoned to attend).
 - for students in grade 8, select the high school you will attend next school year
 - for grades 9-11, the default will be set to the school you currently attend
The graduation plans for your school will display.
- Use **Select This Plan** below the graduation plan that is right for you
Step 2: Create New displays.



7. **How would you like to create this course plan?** Select one of the following:

- **Create a New Plan**

8. Select **Continue**

Step 3: Add Endorsement to Your Plan displays

In Step 3, you will choose to add an **Endorsement** to your course planning. The Pathways and Programs of Study for each Endorsement are provided by your school. Talk with your counselor to learn more.

9. Use the **Endorsement** drop-down to select an option. Check out the results of your assessments to the right of the screen to think about which career cluster may be the right choice for your **Endorsement** and **Pathway** or **Program of Study**.

10. Once an Endorsement is selected, the connected pathways will display. **Click the radio button of the pathway or program of interest.**

- Click on the name of the career cluster to read a detailed description of the cluster.

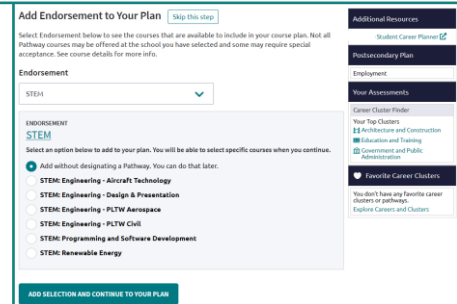
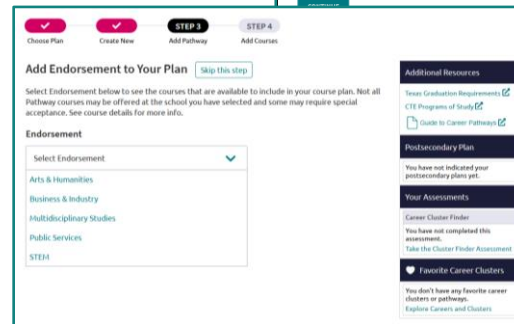
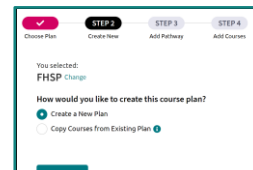
11. Click **Add Selection and Continue to your Plan**

Step 4: Add Courses displays

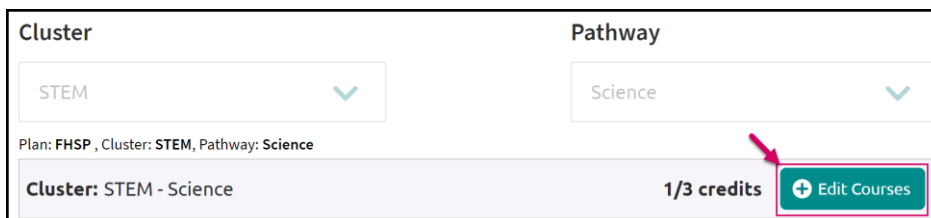
12. Use the *Add/Edit Courses page* to add and/or edit courses within your plan. Each subject area requirement is listed along the left side of the plan with the number of credits needed to meet it and how many are already in the plan.

- Click **edit courses** for **Endorsements (start here first)** to add/edit courses for the first time. Be sure to **SAVE CHANGES**
- Once saved courses have been added to the subject area, Add Courses switches to **Edit Courses**. Click **Edit Courses** to add new classes or edit the ones already selected.
- When an added course fulfills one of the requirements of a selected pathway, the phrase **FULFILLS PATHWAY** is visible above the course name.

13. If you selected a career pathway and want to manage the courses specifically related to that cluster, use the **Add Courses** or **Edit Courses** button within the cluster section.

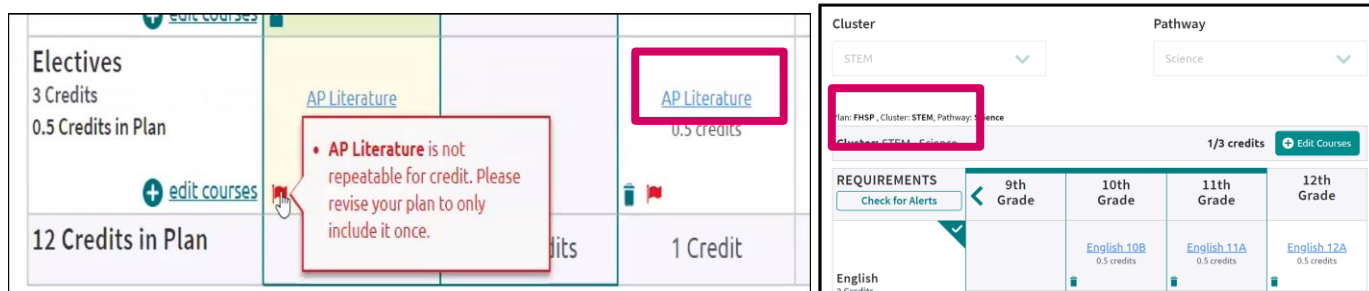


Cluster	Pathway			
STEM	Science			
Plan: FHSP, Cluster: STEM, Pathway: Science				
Cluster: STEM - Science 1/3 credits + Edit Courses				
REQUIREMENTS	9th Grade	10th Grade	11th Grade	12th Grade
English 2 Credits 2.5 Credits in Plan		English 10B 0.5 credits	English 11A 0.5 credits	English 12A 0.5 credits
Science 4 Credits 4 Credits in Plan	Biology 1 credit	Chemistry 1 credit	Astronomy 1 credit	Physics 1 credit
Mathematics 4 Credits 4 Credits in Plan	Algebra 1 1 credit	Geometry 1 credit	Pre-Calculus 1 credit	Calculus 1 credit
World Languages 3 Credits 0 Credits in Plan				



Check for Alerts

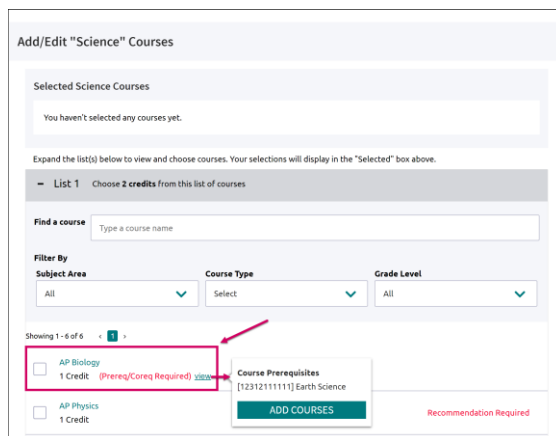
Under the **REQUIREMENTS**, be sure to **select and turn on CHECK FOR ALERTS** option from your plan to see any alerts about credit gaps or if you have attempted to add a class multiple times that is not a repeatable course. All red flags will display and must be eliminated before students are able to submit their plan (students attending traditional high school campuses, must have 7 credits). Leave these alerts on as you complete your course plan. Requirement alerts for either your grade level or the subject will display to help you complete your course plan.



Prerequisites and Co-requisites

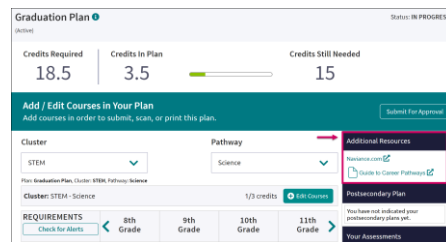
When you add a course to your course plan, if it has a prerequisite or co-requisite, a notification is visible. Use the **View** option to see more about the prerequisite and use **Add Courses** to view the option to add both the prerequisite and the current course to the course plan, as needed. You will receive an alert if you do not add the prerequisite or co-requisite that is needed for the course.

If the course has the language **In Your Plan** under its name, it means it is already in your course plan.



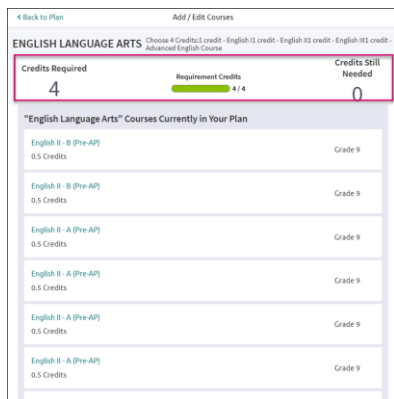
Additional Resources

When working on your course plan, look for custom links and instructions provided by your school from the *Additional Resources* section on the sidebar.



Course Plan Fulfillment

As you begin creating your course plan, your course records will be automatically populated in the appropriate requirement of the student plan



Credits Required	Requirement Credits	Credits Still Needed
4	4 / 4	0

"English Language Arts" Courses Currently in Your Plan

Course	Credits	Grade	Status
English II - B (Pre-AP)	0.5 Credits	Grade 9	In Plan
English II - B (Pre-AP)	0.5 Credits	Grade 9	In Plan
English II - A (Pre-AP)	0.5 Credits	Grade 9	In Plan
English II - A (Pre-AP)	0.5 Credits	Grade 9	In Plan
English II - A (Pre-AP)	0.5 Credits	Grade 9	In Plan
English II - A (Pre-AP)	0.5 Credits	Grade 9	In Plan

When selecting **edit courses**, you will see a summary of your course data, as related to that specific plan requirement.

Any courses that can be selected to fulfill the requirement, which you have completed or is in progress, will be auto selected and indicated as **In Plan**.



Graduation Requirements (Active)

Credits Required: 24 | In Your Plan: 7 | Plan Still Needs: 17

Add / Edit Courses in Your Plan
Add courses in order to submit, scan, or print this plan.

REQUIREMENTS	9th Grade	10th Grade	11th Grade	12th Grade
English 4 Credits 4 Credits in Plan	ENGLISH 9.S1 0.5 credits	ENGLISH 10.S1 0.5 credits	ENGLISH 11.S1 0.5 credits	ENGLISH 12.S1 0.5 credits
Mathematics 3 Credits 3 Credits in Plan	ALGEBRA 1.S1 0.5 credits	GEOMETRY.A 0.5 credits	ALGEBRA 1A.S1 0.5 credits	
Science 3 Credits 3 Credits in Plan	ALGEBRA 1B.S1 0.5 credits	GEOMETRY.B 0.5 credits	ALGEBRA 1A.S2 0.5 credits	

Print your Course Plan

Use the **Print** drop-down option to print your course plan as a PDF.



Submit For Approval

A button labeled Submit for Approval will be available. This option will be available after you have finished your course plan.

