

Signing Into Family Connection

Students or parents must register for Family Connection before signing in. Typically, students register for the first time during their freshman year when they meet with guidance counselors to set grade nine goals.

To sign into Family Connection, a student or parent must:

- Go to Barlow's website-- <http://www.joelbarlowps.org/index2.html> and click on **Counseling** (Main Page) on the left side of the page.
- Once the Counseling page opens, scroll to the gray area in the middle of the page and look for **Family Connection/Naviance---Student/family sign-in**. Click on this link and a new page should open.
- In the **Sign In for Returning Users** box, type your email address and password in the spaces provided. Click the **Log In** button.
- Once "in," the Home Page will display 3 tabs at the top of the page ("**Colleges**", "**Careers**" and "**About Me**").

The "**Colleges**" Tab has 3 sections: 1) My Colleges (where you can view upcoming college visits); 2) College Research (where you can do college searches); 3) Scholarship and Money (where you can view a list of available scholarships).

The "**Careers**" Tab contains 2 sections: 1) Explore Careers (where you can research various careers of interest); 2) What Are My Interests? (where you can review your personality assessment and career interest profiler).

The "**About Me**" Tab contains 2 sections: 1) Interesting Things About Me (which includes a Resume section that students are required to complete in Junior Year); 2) Official Things (which contains a Personal Profile and Test Scores).

Located in the left hand margin are all the surveys that students are required to complete prior to graduation. This includes **Grade 9 Goals, Grade 10 Goals, Grade 11 Community Service & Leadership Survey, Sophomore Family Conference Evaluation and Grade 10 Self-Assessment**.

Freshmen, you will be signing into Family Connection for the first time during the fall semester when your Wellness 9 class meets with counselors for a goal-setting workshop. You will be introduced to **Do What You Are**, a personality inventory (survey), in the **Personality Type** section that will also help you identify career and college major options. You will also set a goal for freshman year under **Grade 9 Goals** (located in left margin) that, once complete, will be found under **Survey History**.

Sophomores, make sure that your personality (interest) inventory is complete under **Personality Type**. Use **College Search, College Lookup**, and **Scattergrams** to investigate and research colleges and add colleges of interest to **Colleges I'm Thinking About**. The **Game Plan** section is an interesting way to review your goals and ideas about what you would like to do after high school. You may also want to use the **Resume** function to keep track of and update your

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activities, awards, etc. After your soph. family conference, you and your parents should complete the **Gd. 10 Community Service and Leadership Survey**, the **Gd. 10 Self-Assessment**, and the (Parents) **Sophomore Family Conference Evaluation**.

Juniors, You will meet with Mrs. Salierno in the Career Center to discuss your post secondary plans and to become familiar with using Naviance to research schools and careers. You should be updating your game plan in the **Game Plan** or **Journal** section of Family Connection and visiting schools on the **Colleges I'm Thinking About** list that you have developed. Take the time to update the **Resume** section as well and complete the **Gd. 11 Community Service and Leadership Survey**.

Seniors, by now you should have refined your list and are in the process of getting application information from your schools. Use **Colleges I'm Thinking About** to help organize the application deadlines that you will have during the first few months of school. You can use this section to find addresses of colleges and to communicate directly with them via email. Also, you will want to use the **College Visit Schedule** section to see which colleges will be coming to Barlow and sign up online to meet with college representatives. To help you figure out which schools are Reaches, Matches and Safeties, use the **Scattergrams** function to see how Barlow graduates have fared in their applications to colleges during the last few years. When you begin the application process, please print out or obtain copies of the Transcript Request Form in the Career Center and deliver the completed forms to Mrs. Farrell (Student Services Administrative Assistant).

*** IMPORTANT NOTE TO SENIORS:** You **MUST** complete and submit the **FERPA** Agreement located in "**Colleges I'm Applying To**". Click the YES circle to waive your rights to see this form or any recommendations submitted on your behalf. In order to complete this waiver, you must know your Common Application User Name and Password. Once the FERPA waiver is submitted, you can then select teachers who will be writing letters of recommendation for you. Completing this process will allow the Counseling Office and your selected teachers to submit your applications and letters of recommendation electronically to the schools of your choice. Please see Mrs. Salierno in the Career Center if you need assistance with this process.