

NAVIANCE

FOR ICAP



FRAMEWORK

- ★ **TWO WEBSITES**

- **STUDENTS**

- <http://connection.naviance.com/pueblowhs>

- ★ **STAFF**

- <http://succeed.naviance.com>

succeed.naviance.com

Account: pueblowhs

User Name: jgomez

Password: ?????? (I sent you an email
earlier this year providing you with login info
asking you to reset your password)

MAIN MENU BAR

STUDENTS TAB

REPORTS TAB

STUDENT

SUB MENU: GROUPS

SHOWS ALL PWHS GROUPS BY TEACHER'S LAST NAME

CLICK ON YOUR GROUP

**ENTER YOUR GRADE RANGE (HIGHER GRADE FIRST) I.E.
(2014 12TH) TO (2016 10TH)**

THEN CLICK ON GET MEMBERS

THIS LIST SHOULD MATCH YOUR 5TH HOUR ROSTER.

**THESE ARE THE STUDENTS THAT YOU WILL MONITOR FOR
ICAP COMPLETION**

****IF YOUR ROSTER NEEDS ADDITIONS/SUBTRACTIONS
PLEASE LET ME KNOW SO I CAN MAKE CORRECTIONS****

REPORTS

NO SUB MENU FOR REPORTS

SCROLL DOWN TO PLANNER REPORTS AND YOU ARE GOING TO CHOOSE SETTINGS FOR “CURRENT TASK COMPLETION”

SELECT YOUR GRADE RANGES (FOR SIMPLICITY SELECT 12TH GRADE FOR YOUR START CLASS YEAR AND 9TH GRADE FOR END CLASS YEAR)

SELECT YOUR GROUP (BY LAST NAME)

SELECT YOUR PROGRAM:

DISTRICT 70 ALL GRADES ICAP

CLICK CONTINUE

CLICK CONTINUE AGAIN

ONCE YOUR PAGE LOADS, YOU NEED TO CHOOSE HOW TO VIEW IT. I SUGGEST TO JUST CLICK ON THE PDF OPTION.

REPORTS (CONT.)

A LIST SHOULD APPEAR THAT HAS ALL OF YOUR STUDENTS ON IT.

YOUR REPORT IS SETUP BY STUDENT, BY GRADE.

THE THIRD COLUMN IS WHERE ALL OF THE DIFFERENT TASKS START.

BELOW ARE THE POSSIBLE STATUS THAT WILL SHOW UP ON THE REPORT



Student Login Page

<http://connection.naviance.com/pueblowhs>

Login Info

Same as Powerschool:

Username/ **Email**: ABCDE (All CAPS)

Password: 12345 (Student ID #)

****Neither of them can be changed****

STUDENTS

*Students need to click on the “my planner” tab

*Then on “tasks assigned to me”

**These are the tasks that are specific to their Program

***Students need to complete whatever is under the heading of “tasks that you need to work on”

?????? Questions ????????