

# About Me Reference Guide

## Overview

About Me gives you access to an overview of information directly connected to you and your experience in Naviance Student.

## My Stuff

### Account

View general account information, parent/guardian, and security information. Some information can be edited.

### Resume

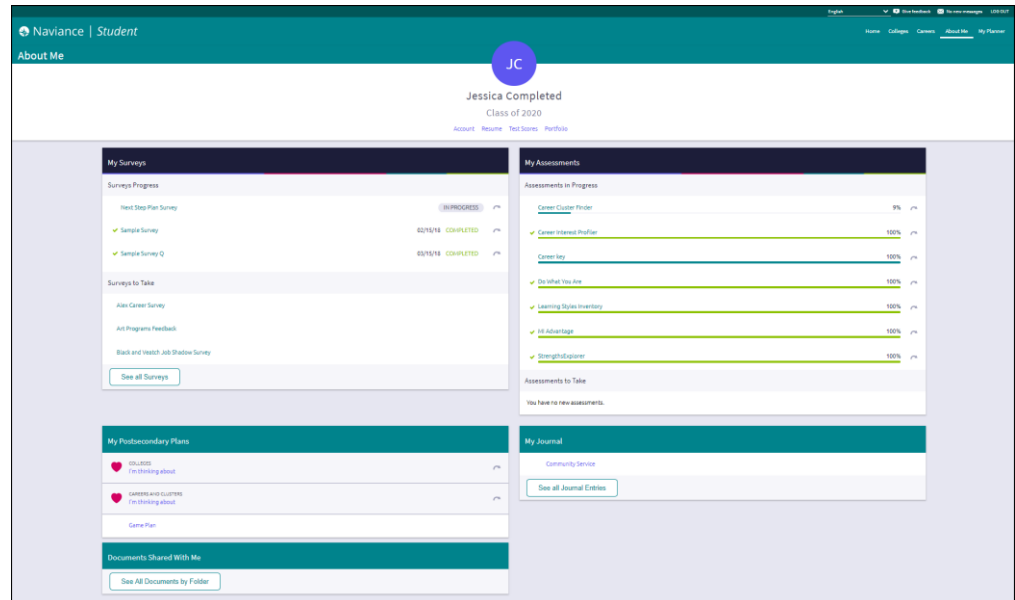
The resume builder makes creating a resume quick and easy. There is a reference guide on Resume Builder if you need assistance using it to build a resume.

### Test Scores

View and edit (if permissions have been granted) your scores for key tests.

### Portfolio

The portfolio is a comprehensive report of all the activity associated with you in Naviance Student, including assessment results. This portfolio can be viewed and printed as needed.



## My Surveys and My Assessments

### My Surveys

View surveys in progress and surveys that still need to be completed. Click a survey to continue or start the survey. The [See all Surveys](#) link will bring you to a full list of available surveys.

### My Assessments

View assessments you have in progress with a status indicator to identify how far you have come on that assessment. Click on the assessment to complete it. From this list, you can also see assessments that you still have to take.

## My Postsecondary Plans

This section of the About Me page gives you quick access to your favorite colleges and careers. If the Game Plan survey has been shared with you by your school, you will also find that here. Click the **Game Plan** link to open and take the survey.

## My Journal

The My Journal section shows the most recent journal entries that have been created. Click **See all Journal Entries** to view more or create a new one.

### View Journal Entries and Comments

The journal entries are listed from newest to oldest. You can see information about connected files, access given, and the type of entry. Click on a journal entry to open and edit it if needed.

Use the Private Comments from Your School to see entries that have been created by your counselors, teachers or parents for you.

Journal <span style="float: right;">+</span>				
Subject	Files	Access	Type	Date
<a href="#">College Essay Draft 2B</a>	-	Shared	My essays	May 01, 2018
<a href="#">Recommendation Letter from General Manager</a>		Shared	My work samples	May 01, 2018
<a href="#">Summer Job - Chic Fil A</a>	-	Shared	My experiences	May 01, 2018
<a href="#">Community Service</a>	-	Shared	My plan	Jan 30, 2018

Private comments from your school				
Subject	Files	Access	Type	Date
<a href="#">Career Planning Meeting</a>	-	Shared	N/A	Jan 26, 2018

### Add a Journal Entry

× CANCEL

**Type**  
N/A ✓

**\* Subject (required)**

**Notes**

**Share with**  
By default, you are the only person who can read your journal entries. If you want to allow counselors, teachers or your parents to view this journal entry and access any files that you attach to it, check the appropriate boxes below. You can always come back to this journal entry and remove sharing if you change your mind later.

Counselors  
 Teachers  
 My Parents

Drop files or click to [Browse...](#)

Add

1. From the Journal page, click the **Add (plus)** button.
2. Use the drop-down to designate the **type of journal entry** this will be.
3. Enter a **subject, notes**, and **attach** any necessary files.
4. Use the **checkboxes** to decide if you want to share the entry with **counselors, teachers**, or your **parents**.
5. Click **Add**.

## Documents Shared

### with Me

View any of your recently accessed documents that had been shared with you via a counselor or teacher. Click **See All Documents by Folder** to browse folders containing documents that a counselor or teacher has shared only with you.