

### Overview

You can use Family Connection to access online resources, communicate with your school, and use the many planning tools available from Naviance.

### Getting Started

To access Family Connection, you must have the following:

- A computer that is connected to the Internet
- Your username and password, provided by your school

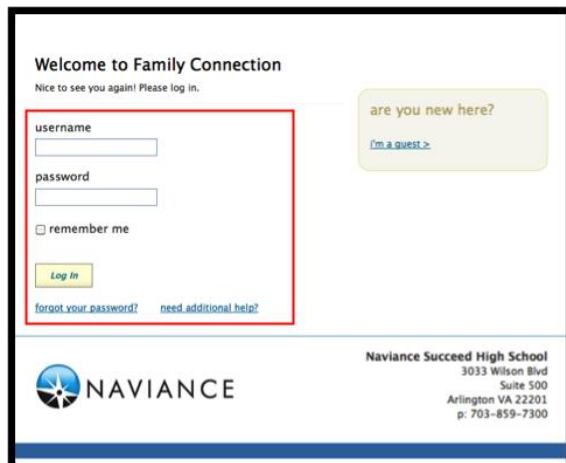
### Logging in to Family Connection

Follow the steps below to log in to Family Connection:

1. **Go to our school's Family Connection Website:**  
<https://connection.naviance.com/>
2. Enter the username provided by your school in the **Username** field. **The username is the Student Number (example: 06.....)**
3. Enter the password in the **Password** field. **The password for students is their birthdate in the following format MM/DD/YYYY. Don't forget to enter the slashes (/)!**
4. Check the box next to Remember Me if you want to bypass entering this information on return visits. (Not recommended for shared or public computers.)
5. Click the **Log In** button.

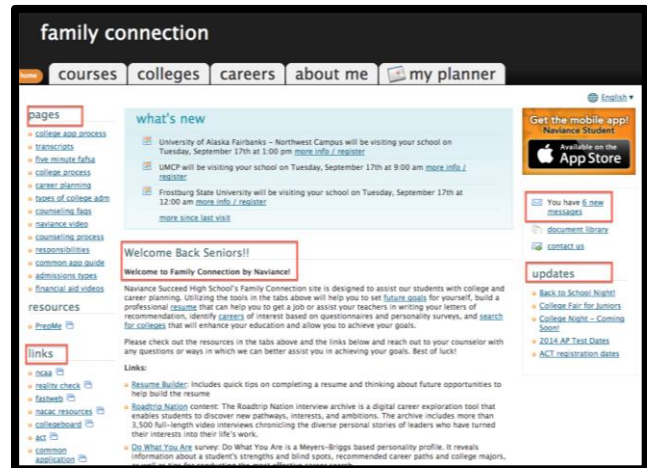
### Forget your password?

If you forget your password, you must contact a school staff member to have a new password created for you.



### Communicating with School Staff

There are several ways you and your school can communicate using Family Connection.



### Review the welcome message, pages, links and updates:

1. The welcome message is located on the **Home** page.
2. Your school posts pages, links and updates to the **Home** page.

### Send an e-mail message:

1. Click **Contact Us** on the right column on the **Home** page.
2. Your e-mail address and your school contact are pre-populated.
3. Enter a subject for your message.
4. Enter your message.
5. Click the **Send Message** button.

### Read and reply to e-mail messages:

1. Click the **New Messages** link on the right column of the **Home** page.
2. Your inbox appears.
3. Click a message subject to open the e-mail.
4. To reply to the e-mail, click the **Reply to Message** link, enter your message text and click the **Send Reply** button.

### Complete surveys:

1. Click the **About Me** tab.
2. Surveys are listed in the **Surveys to Take** section. (Left side column)
3. Click a survey name to open the survey.
4. Complete the survey by completing the fields. Required fields have a red asterisk (\*).
5. Click **Update** when you finish the survey.