

Dear Parents and Students,

I am pleased to introduce Family Connection – a comprehensive website that you can use to plan for college and a career. Family Connection is linked with Naviance, a service that we use in our office to track and analyze data about college and career plans, so it provides up-to-date information that is specific to our school.

Family Connection allows you to:

- Get involved in the planning and advising process – Build a resume, complete online surveys, and manage timelines and deadlines for making decisions about colleges and careers
- Research colleges – Compare GPA's, standardized test scores, and other statistics to actual historical data from our school for students who have applied and been admitted in the past
- Research careers – Research hundreds of careers and career clusters, and take career assessments
- Create plans for the future – Create goals and to-do's, and complete tasks assigned to you by the school to better prepare yourself for your future college and career goals

Family Connection also lets us share information with you about upcoming meetings and events, local scholarship opportunities, and other resources for college and career information. You can also use the site to stay in communication with the counseling office.

Each student has a personal Login ID and Password for accessing Family Connection. The login ID is the student's 10 digit Student ID Number and the Password is the student's date of birth in the following format MM/DD/YYYY.

We hope that you will find this resource helpful. If you have questions about Family Connection, please contact us.

Lydia Creary  
BRACE Advisor

## 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 your school's Family Connection Website:** \_\_\_\_\_
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.

Welcome to Family Connection  
Nice to see you again! Please log in.

username

password

remember me

[Log In](#)

[forgot your password?](#) [need additional help?](#)

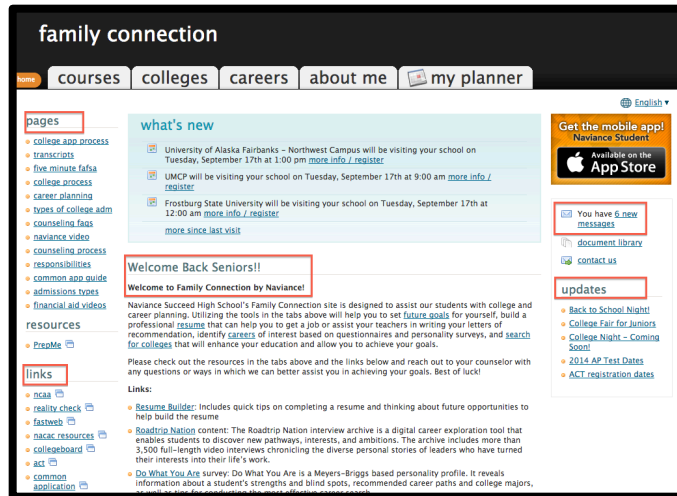
are you new here?  
[i'm a guest >](#)

NAVIANCE

Naviance Succeed High School  
3033 Wilson Blvd  
Suite 500  
Arlington VA 22201  
p: 703-859-7300

## 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.