9th Grade Career Readiness
Achieveworks Skills Assessment & Reflection

Log into Naviance:

1. Go to your Haverfordsd Bookmarks on your shortcut bar and choose Classlink from the dropdown menu or you go to the portal: https://launchpad.classlink.com/haverfordsd
2. Click Sign in with Google
3. Click on the Naviance student icon in your portal

Instructions for completing the Achieveworks Skills Assessment and Reflection:

Part 1

1. Once you log in, you should click on the *Self-Discovery* tab at the top.
2. Then right-click on the assessment called: **Skills.** Choose *Open link in new window.*
3. Click the button to start the assessment. If you have already completed the assessment, you can review your results.
4. Once you have completed the assessment and reviewed your results **please leave this window open**.
5. Click back on the other Naviance window/tab that you have open. (It should be the home page of Naviance.)

Part 2

6. Click on the *Planner* tab at the top.
7. Click on **Tasks**.
8. Scroll down to *Tasks you need to work on.*
9. Locate and click on the TASK - **9th Grade Complete Achieveworks Skills Reflection**.
10. Click the link to ***take this survey*** located next to the red diamond with the arrow in it.
11. Please complete the reflection using the information from your Achieveworks Skills Assessment results that are still open in the other window.
12. Once you have completed both of these assignments, you have completed the career readiness activity for today.

AchieveWorks® Skills helps you to identify and develop your skills and connects your skills to careers that might interest you. The assessment will take approximately 20 minutes and includes 69 questions. *AchieveWorks Skills* provides insight into the complex skills identified as critical for academic and employment success. 15 distinct skill facets comprise five skills within the report: conscientiousness, creativity, critical thinking, leadership, and social-emotional. Along with their results, students will find details for each skill, ways to develop independent skills, and a list of careers that match their top skills.

Green bar = well-developed skill
Purple bar = moderately developed skill
Red bar = you need more work to develop this skill