

Homeroom Instructions for Naviance

Objective: 9th – 11th Grade students will **add an additional Smart Goal** to Naviance, and **"Mark as Done"** when it is complete. Then take a minute to discuss one of your goals with another student in your homeroom.

S.M.A.R.T. -- specific, manageable, attainable, realistic and timely.

Homeroom students will complete the following steps:

Step 1: Login to Naviance

Step 2: Click on **My Planner** and select **Goals** (you should already have one goal entered from last homeroom)

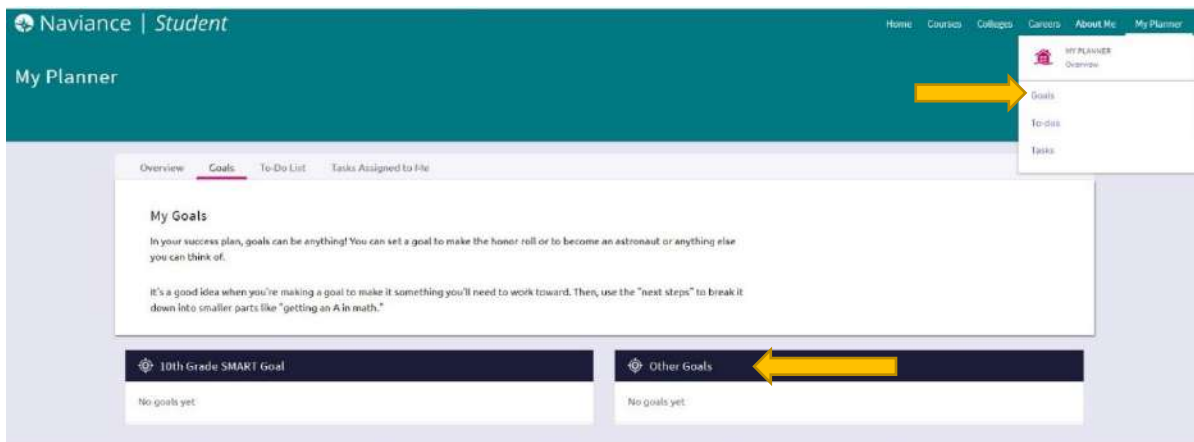
Step 3: Click on **Other Goals** to add another **Smart Goal** that you want to achieve this year. It can be a personal goal or an academic goal. (*Smart Goal examples are listed at the bottom of this handout.*)

Step 4: Click "Add" and then click "Mark as Done".

Very Important! Mark as Done

Step 5: Talk to one of your homeroom peers and share with them what your goals are for this year.

Step 6: When finished, go to your "Tasks Assigned to Me" to check that you have completed both the tasks that have been assigned in homeroom and that you have **marked them as done**: Intro to Naviance, and Smart Goal.



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Examples of S.M.A.R.T. Goals:

"I will get an A on my next English paper by making sure I understand the assignment, letting my teacher read my draft and completing three revisions before the due date."

"I will set up a binder with folders for each class by the end of this week and clean my binder once a week for the rest of the school year."

"I will join at least one club by the end of the first grading period and get to know at least one new person a week for the rest of the year."

"I will qualify for this year's state wrestling tournament by attending every weekend tournament this season, practicing for 30 minutes extra every night, and learning from feedback I get from my coaches".