Name: _____

Date: _____

Module 1 Checklist- Developing My HSBP

The following checklist provides you with an outline of the tasks you will need to complete and submit in Naviance *Student* throughout this module and a way to track your progress.

Intro. Lesson – Finding My Way Through the "Noise"

☐ RoadTrip Nation – Define Your Road

☐ Do What You Are Survey

Lesson 1 - Career Exploration

☐ Career Interest Profiler

☐ Add two careers to Favorite Careers & Clusters

Lesson 2 - Resume

☐ Resume Self-Inventory

☐ Create Resume in Resume Builder

☐ Complete *Would You Hire?* Survey

Lesson 3 – Cover Letter

☐ Exchange resume and cover letter with classmate

☐ Upload completed cover letter (Canvas)

☐ Complete *Would You Interview?* Survey

Lesson 4 - Job Application

☐ Complete and submit Everett Public Schools online Employment Application

☐ Upload documentation of application submission to Journal entry

Lesson 5 – Job Interview

☐ Complete Mock Interview Form (Canvas)

☐ Complete *Job Interview Survey*

Lesson 6 – University, College, & Training Programs

☐ SuperMatch search

☐ Add two colleges and/or programs to Colleges I'm thinking about list

Name: _____

Date: _____

<u>Module 1 Checklist- Developing My HSBP</u>

The following checklist provides you with an outline of the tasks you will need to complete and submit in Naviance *Student* throughout this module and a way to track your progress.

Lesson 7 – Applications for University, College, & Training Programs

☐ Upload documentation of application submission and/or acceptance to Journal entry

Lesson 8 - Financial Aid

☐ Complete *Financial Aid Senior Survey*

Lesson 9 - Scholarship Application

☐ Complete application for a school specific scholarship

☐ Upload school specific scholarship application or documentation to a journal entry

Lesson 10 - High School and Beyond Plan

☐ Complete My High School and Beyond Plan Senior Yr. Survey
(Sept.-Apr. & May-June)