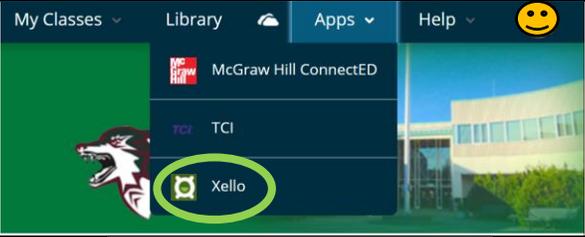
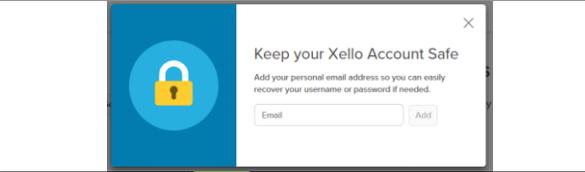
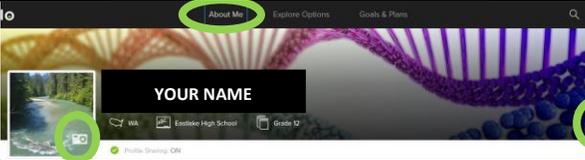
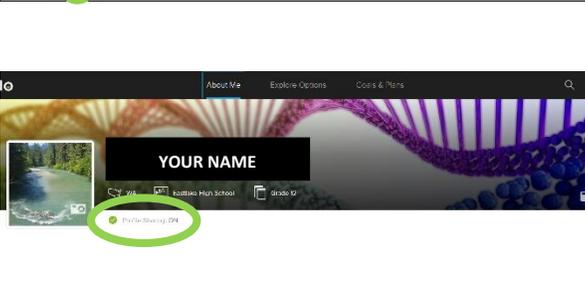
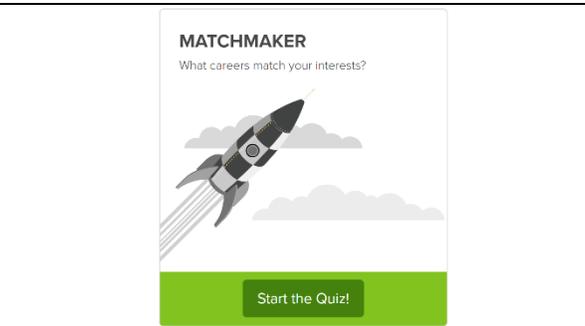
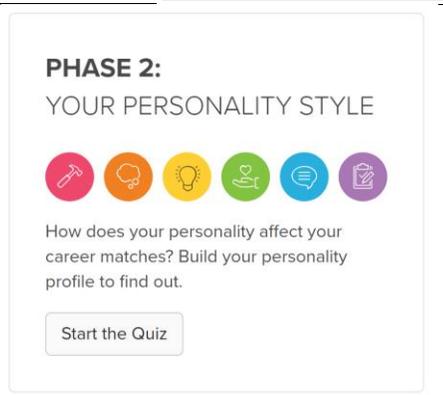
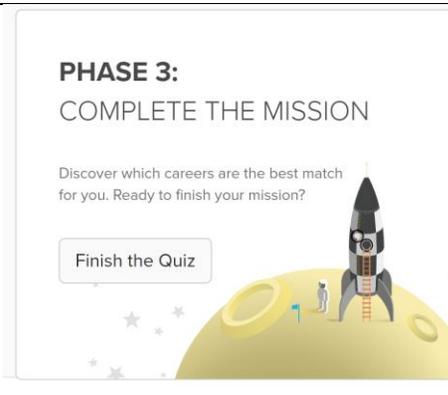


## Saving Prerequisite Information

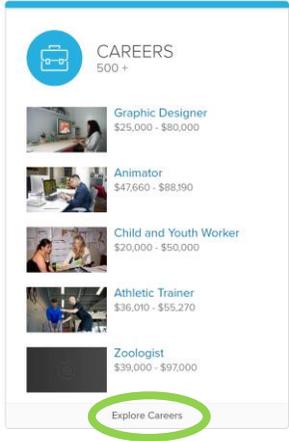
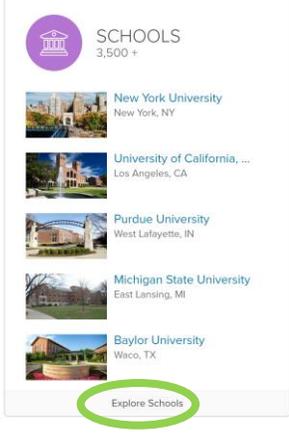
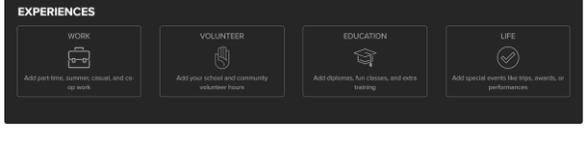
Welcome to Xello. Each of the activities requires specific prerequisite information be completed prior to completing the required activities. This document is designed to help you save information regarding your preferences as prerequisite information for the grade level activities. Completing this activity is necessary for the completion of your High School and Beyond Plan, a graduation requirement. Please carefully complete the directions below. Contact Mrs. Petersen ([bpetersen@lwsd.org](mailto:bpetersen@lwsd.org)) if you have any questions.

PowerPoint Slide:	Directions	
	<ul style="list-style-type: none"> <li>- Open a FireFox browser</li> <li>- Log in to PowerSchool Learning</li> <li>- In the top right corner click on 'Apps' and select 'Xello' from the list provided</li> </ul>	
	<p><b>Account Backup:</b></p> <ul style="list-style-type: none"> <li>- Add a backup email to your account. This is not necessary but is helpful.</li> </ul>	
	<p><b>Personalizing Your Account:</b></p> <ul style="list-style-type: none"> <li>- Click on 'About Me' at the top of the page.</li> <li>- Use the camera icon to change both your personal image and cover image.</li> </ul>	
	<p><b>Sharing Your Account:</b></p> <ul style="list-style-type: none"> <li>- Click on 'About Me' at the top of the page.</li> <li>- Click on 'Share your Profile'</li> <li>- Click the blue box labeled "Share" at top right</li> <li>- Turn "Share Profile" on</li> <li>- Copy and paste the link</li> <li>- Email the link to your parents/guardians along with a message about Xello</li> </ul>	
	<p><b>About Me Section</b></p> <ul style="list-style-type: none"> <li>- Click on 'About Me' at the top of the page</li> <li>- Select 'Start the Quiz' at the bottom of the Matchmaker</li> <li>- Answer each of the questions as best you can based on your current preferences.</li> </ul>	
	<p style="text-align: center;">Once you complete the matchmaker section, complete Phase 2 and 3.</p> <p style="text-align: center;">These 3 sections complete the 'About Me' section of your profile.</p>	

# MISSION COMPLETE

Your best career matches are ready!

Now that you have results, you can save information to your plan.

<p>About Me   <b>Explore Options</b>   Goals &amp; Plans</p>	<p>Choose 'Explore Options' at the top of the page</p>
	<p>Save 3 Careers:</p> <ul style="list-style-type: none"><li>- Choose 'Explore Careers' at the bottom of the careers column.</li><li>- Select a career that you are interested in and save it by clicking the heart icon. </li><li>- You will need to do this a minimum of 3 times to save 3 careers.</li></ul>
<p>About Me   <b>Explore Options</b>   Goals &amp; Plans</p>	<p>Choose 'Explore Options' at the top of the page</p>
	<p>Save 3 Schools:</p> <ul style="list-style-type: none"><li>- Choose 'Explore Schools' at the bottom of the careers column.</li><li>- Select a school that you are interested in and save it by clicking the heart icon. </li><li>- You will need to do this a minimum of 3 times to save 3 schools.</li></ul>
	<p>Save 3 Experiences:</p> <ul style="list-style-type: none"><li>- Click on 'About Me' at the top of the page</li><li>- Scroll down until you see the 'Experiences' section</li><li>- Add a minimum of 3 experiences that you have completed or are currently participating in</li></ul>

Now that you have completed these directions, you should have the following done:

- Personalizing and sharing your account
  - About me section
  - Saving 3 careers
  - Saving 3 schools
  - Saving 3 experiences