

Understanding Dashboards

There are two types of dashboards that counselors can use:

1. **Counselor dashboards** include student information for all students who have connected to the counselor and identified him or her as their counselor.
 - Navigate to the dashboard by clicking on the “My Dashboard” section on the home page
2. **Group dashboards** include student information for all student members of a group.
 - Navigate to individual group dashboards by clicking on “Network”>“My Groups”>“My Groups”>the individual group name>“Generate Student Report”
 - Students can choose NOT to share their information with a group
 - You can create a group without a dashboard
 - When you create a group with a dashboard, be sure to select “Private” as the group type and check the “Student Data” box

Dashboards allow you to see where students are in the planning process. There are a number of activities for students to complete on their personal profile. These include:

1. **Identifying an education plan:** Is the student going to college after high school? If so, will he or she attend a two-year college or four-year college? Does the student want to get an advanced degree? Students can also indicate that their plans are undecided. This is particularly relevant for younger students who are just beginning to explore opportunities and their own personal insights.
2. **Taking inventories:** The student can take inventories for interests, abilities, and values. The student self-reports to better understand the following questions about himself or herself:
 - What am I interested in?
 - How well do I do certain activities compared to others my age?
 - What is important to me as I explore career and occupation opportunities?
3. **Identifying majors, occupations, and schools of interest:** Adding majors, occupations, and schools to favorites allows students to revisit ones they may want to pursue and share those with counselors to begin conversations about what's next.
4. **Identifying potential gaps or challenges:** Counselors can see where there may be misalignment. Has the student favorited a major that would allow a career he or she has favorited? Does the favorited career align with the education plan? Does the favorited career match any inventories?

5. **Identifying popular majors, careers, and schools among your student network:** Counselors can see what careers, majors, and schools are popular among the students in the dashboards to help connect students with similar interests and plans and share relevant resources and information.

