



## STUDENT REGISTRATION

If your school uses Clever, follow these steps:

- Go to [www.mycareershines.org](http://www.mycareershines.org).
- Click on **MyCareerShines for Middle & High School Students**.
- Click on the **Log in or Register** button.
- Click on **Log in with Clever**. Then, search for your school and login with your school username and password or Clever sign-in badge.

If your school does **not** use Clever, follow these steps to get started using MyCareerShines.

- Go to [www.mycareershines.org](http://www.mycareershines.org).
- Click on **MyCareerShines for Middle & High School Students**.
- Click on the **Log in or Register** button.
- Select **Create an Account**, then **I am a student**.
- Complete the four-step registration process and click on **Sign Me Up** to access the homepage.
- You will create a **username** and **password** and set a security question and answer.

## USING THE SYSTEM

Once you have created your account, you will be directed to your home page. **Take an Assessment** – the first step in the education and career planning process.

You can also use the navigation menu to access the options under **Things to Do** and **My Portfolio Items**.

Don't forget to check out your messages, **My Next Steps** list, recommended links, and account settings.

## SIGNING IN

To re-enter your account, go to [www.mycareershines.org](http://www.mycareershines.org), click on **MyCareerShines for Middle & High School Students**, and select **Log in or Register**. Then, if you use Clever, click **Log in with Clever**.

If you do **not** use Clever, enter your username and password.