This activity can be used as an introduction for students or classes that are new to myBlueprint. You may review each activity below and omit the ones that you don’t require for your class. Edit any activity, if necessary. Save the file as an instruction sheet handout for students.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Teacher Led** |  | **Requires Computer** | **X** | **Requires myBlueprint.ca** | **X** |

**LEARNING OBJECTIVES:**

1. Students will familiarize themselves with the myBlueprint Education Planner interface
2. Students will explore various features and applications of myBlueprint Education Planner
3. Students will begin their career and life exploration

**MATERIALS:**

* Computer, tablet or mobile device
* Handout [A] - Activity Worksheet

**GETTING STARTED:**

1. Have students visit [www.myBlueprint.ca](http://www.myBlueprint.ca), and enter their email (username) and password to log in.

* ***Forgotten password?*** *Students can reset their passwords by clicking on the ‘****Forgot your password?****’ link in the green Existing User box.*
* ***Forgotten email?*** As a Counsellor/Teacher, you can reset your students’ emails and passwords in your **Student Manager** or **My Classes.**

**INSTRUCTIONS:**

1. Provide students with **Handout [A] – Activity Worksheet**. Students are to log in to myBlueprint and explore the different sections of the Student Profile
2. Students are to complete the different inquiry sections of the activity worksheet to confirm that they have explored all sections of the Student Profile

**HANDOUT [A] - ACTIVITY WORKSHEET**

**LEARNING STYLES SURVEY (WHO AM I)**

1. Select **Who Am I** from the menu navigation on the left hand side of the screen
2. Begin the **Learning Styles Survey** by clicking **Start Survey** and complete it to find your results

🞏 WHAT IS YOUR LEARNING STYLE?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 WHAT ARE YOUR SUGGESTED STUDY TIPS (LIST 2)?

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**PERSONALITY SURVEY (WHO AM I)**

1. Select**Who Am I** from the menu navigation on the left hand side of the screen
2. Begin the **Personality Survey** by clicking **Start Survey** and complete it to find your results

🞏 WHAT IS YOUR PERSONALITY TYPE?

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**INTERESTS SURVEY (WHO AM I)**

1. Select **Who Am I** from the menu navigation on the left hand side of the screen
2. Begin the **Interests Survey** by clicking **Start Survey** and complete it to find your results

🞏 WHAT IS YOUR INTEREST STYLE?

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🞏 WHAT IS YOUR PRIMARY AND SECONDARY INTEREST TRAIT?

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GOAL SETTING**

1. Select **Home** from the menu navigation on the left hand side of the screen
2. Select the **Goals** tab and click **+ Add Goal**
3. Add **ONE (1) Goal** and include an **Action Plan** for how you intend to achieve it
4. Add as many additional goals as you’d like

🞏 WHAT IS ONE (1) OF YOUR GOALS?

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**RESUMES**

1. Select **Work** from the menu navigation on the left hand side of the screen and click on **Resumes**
2. Select your resume or click on **+ Add Resume** to create one
3. Add **ONE (1)** hobby to the **Hobbies and Interests** section
4. Add any additional items that you’d like to record

🞏 WHAT HOBBY OR INTEREST DID YOU ADD?

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**HIGH SCHOOL PLANNING**

1. Select **High School** from the menu navigation on the left hand side of the screen
2. Click **Add English** to add your first course
3. Add all other courses that you have completed, are currently taking or plan to take

🞏 HOW MANY CREDITS ARE REQUIRED TO GRADUATE? \_\_\_\_\_\_\_\_\_ [Hint: Graduation Indicator]

Discover the opportunities available to you across Canada with the **Pathway Eligibility Indicator!**

**POST-SECONDARY OR OCCUPATION PLANNING**

1. Select **Post-Secondary** or **Occupations** from the menu navigation on the left hand side of the screen

* To get started with **Post-Secondary**, choose a pathway option from the dropdown list (e.g. Apprenticeships)
* To get started with **Occupations**, choose **Work** from the menu navigation on the left hand side of the screen and then select **Occupations**. Enter **Occupation Name or Keyword** in the search bar and click **Search** when you are ready.

1. Pick **TWO (2)** opportunities that interest you and favourite them by clicking the heart beside it  
   *All of your favourited post-secondary opportunities and occupations will be saved in the* ***Favourites*** *section, located in the menu navigation on the right hand side of the screen*

🞏 WHAT IS THE NAME OF ONE (1) OPPORTUNITY YOU FAVOURITED?

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**MONEY**

1. Select **Money** from the menu navigation on the left hand side of the screen
2. Click **+ Add Budget** in the budgets tab. Enter a **Name** and choosea **Start Date** for your budget
3. Add **ONE (1)** item to **Income** and **ONE (1)** item to **Expenses** by selecting **+ Add Income/Expense**

🞏 WHAT ITEMS DID YOU ADD?

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**JOB SEARCH**

1. Select **Work** from the menu navigation on the left hand side of the screenand click **Job Search** from the dropdown list
2. Enter a **Job Title** or **Keyword** into the **Search** field
3. Enter a **City or Province**
4. Click **Search**
5. Click on **ONE (1)** of the Job Postings

🞏 WHAT JOB TITLE OR KEYWORD DID YOU SEARCH?

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🞏 WHAT IS THE JOB TITLE THAT YOU CLICKED ON?

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**PORTFOLIOS**

1. Select **Home** from the menu navigation on the left hand side of the screen and click on the fourth tab on the main home page called **Portfolios**
2. Click **+ Add Portfolio**
3. Name your Portfolio ‘Career Portfolio’
4. Add the following boxes (artifacts) and corresponding reflections to your portfolio by clicking **+ Add Box,** then **Add Recent +**
   1. ***Your learning style*** survey report- Were you surprised at the result? Why or why not? What study tips did you learn?
   2. ***Your high school plan***- What is your favourite feature in this tool?
   3. ***The 2 post-secondary opportunities*** *you’ve added to your favourites in the Post-Secondary*- Why did you choose these two opportunities? What did you like? Dislike?
   4. ***The 2 occupations*** *that you’ve added to your favourites in the Occupation Plan* - Why did you choose these two occupations? Did they match your learning style and what did you learn from that? What do you find interesting?
   5. ***The goal*** *you’ve created* - Why did you choose to create this goal? What resources do you have to help you reach this goal?
5. Write a short (50-100 word) journal entry on one of the following topics by selecting **+ Add Box** and **Add Journal +** :
   1. What you liked or disliked about the myBlueprint website
   2. Why you feel planning ahead may help you achieve your goals
   3. What steps you will take in the next year to plan for the future

🞏 WHAT JOURNAL ENTRY DID YOU PICK (ABOVE)?

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