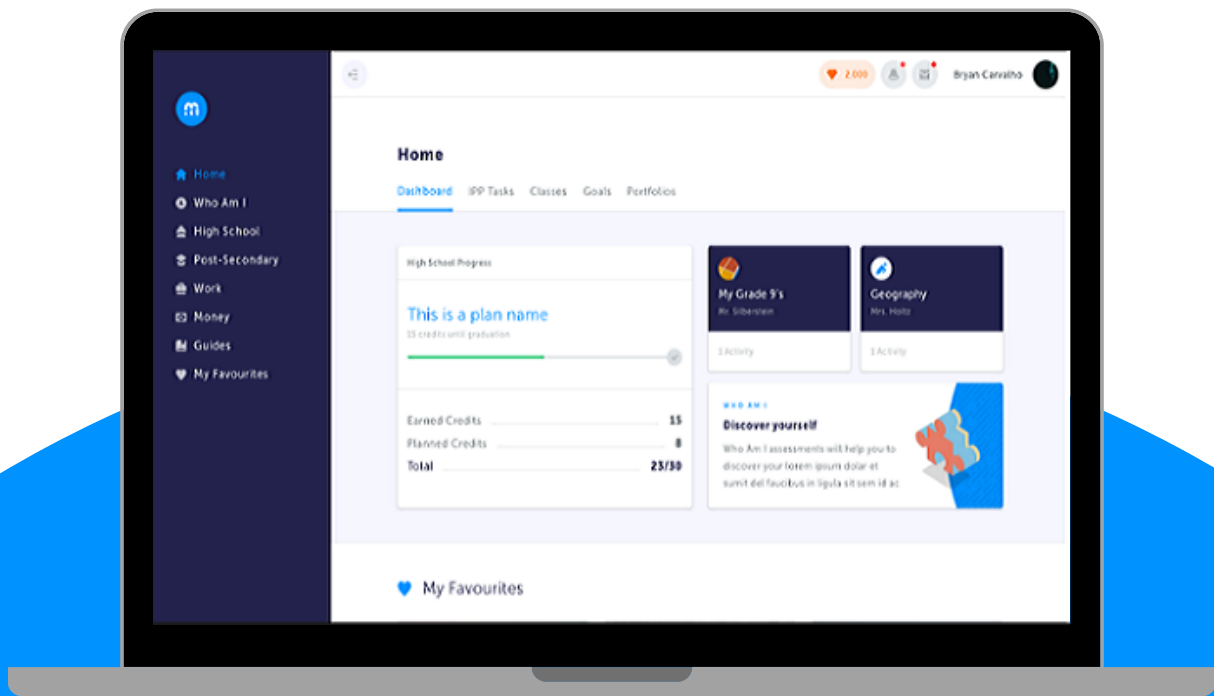# myBlueprint

GETTING STARTED GUIDE

FAMILY TOOLKIT

We're Using myBlueprint in our Classroom!

A way for students to explore their future, set goals, and plan ahead.

Dear Parents and Guardians,

We are excited to share that this year, our school is using **myBlueprint**, a powerful online education and career/life planning tool, with your student in the classroom.

myBlueprint is designed to help students explore who they are, set goals, plan courses, and prepare for their future in an engaging and meaningful way.

Throughout the year, your student will use myBlueprint to:

- Complete "Who Am I" surveys to uncover their interests and strengths
- Set personal and academic goals
- Explore careers and post-secondary pathways
- Track high school requirements
- Build a resume and reflect on their learning

We encourage you to sit with your student, log in together, and explore their progress and plans. It's a great way to stay involved and support your student's future readiness.

If you have any questions or would like support with using the platform, feel free to reach out to us.

Thank you for your continued support!

Supporting Student Success with myBlueprint

Using myBlueprint, students engage in meaningful exploration & planning that supports their personal, academic, and career development. The "I CAN" statements below outline what students can work toward and achieve as they progress through each grade cluster.

This checklist is a guide students will work through as they use myBlueprint over the years. Please encourage the students to check off each section as they complete it!

Grades 6-8
Focus: Self-discovery, early exploration, building habits

I CAN...

- [ ] Learn more about myself by finding out my interests, strengths, and how I learn best.
- [ ] Set goals for school or life and check in on how I'm doing.
- [ ] Add items to my portfolio — like my interests, goals, achievements, and experiences, to showcase my personal growth and future aspirations.

Grades 9-10
Focus: Planning ahead, skill development, deeper exploration

I CAN...

- [ ] Plan and adjust my high school courses to match what I need to graduate and reach my goals.
- [ ] Reflect on my goals, interests, and strengths to help plan what's next.
- [ ] Build and update my resume with things I've done and skills I've gained.
- [ ] Explore different paths after high school like college, university, apprenticeships, or work.

Grades 11-12
Focus: Decision-making, readiness, transition planning

I CAN...

- [ ] Plan my high school courses to meet graduation and future goals.
- [ ] Explore and compare post-secondary programs, work, or apprenticeship opportunities that match my interests.
- [ ] Build my resume, write a cover letter, and get ready for job interviews.
- [ ] Reflect on my experiences and use myBlueprint to plan for scholarships, jobs, and life after high school.

Student Console Map
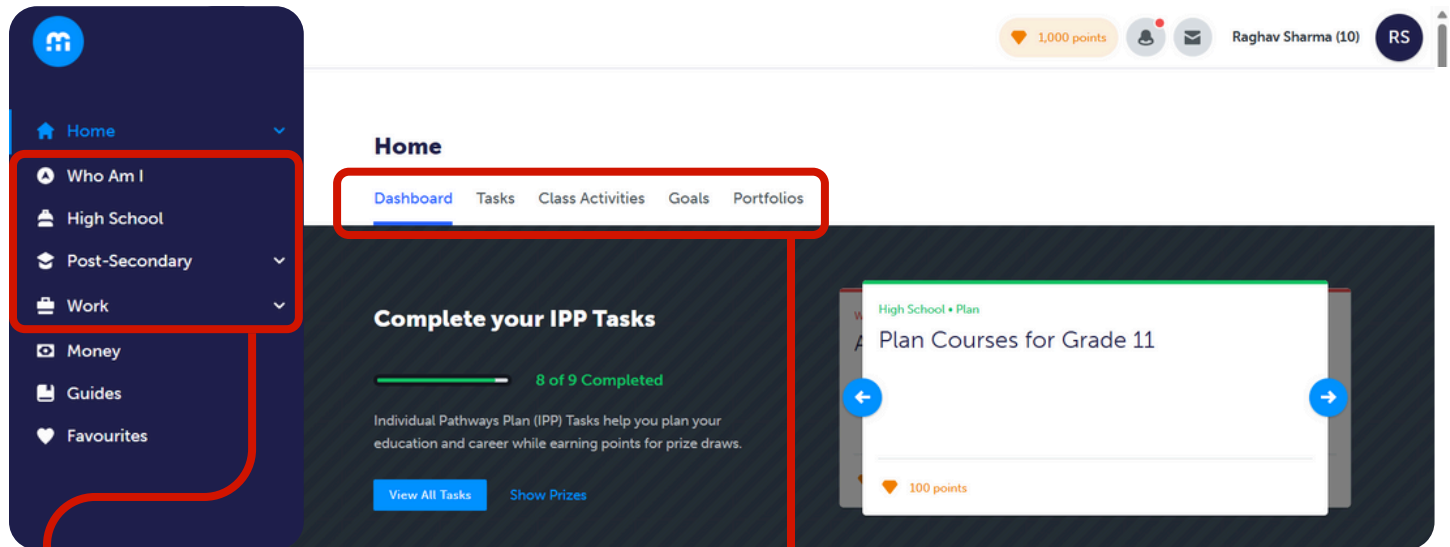
1 Who Am I
Take interconnected surveys to explore interests, learning styles, and personality.
- **Surveys Include**: Learning Styles, Personality, Interests, Knowledge, and Motivations

2 High School
Interactive tool to plan and track high school courses based on graduation needs and future goals.

3 Post Secondary
Explore schools, programs, and admission details. Compare 2-3 programs side-by-side.

4 Work
Explore careers, build resumes and cover letters, and search for jobs and volunteer opportunities.

5 Dashboard
Personalized homepage highlighting tasks and high school progress.

6 Tasks
Grade-specific tasks to help students explore and plan for their future.
- **Common Tasks**: Setting goals, Building a resume/cover letter, and Planning high school courses (Pathway Planning)

7 Goals
Set, update, and track short and long-term goals.

8 Portfolios
Collect artifacts, reflections, and evidence of learning.

High School Planner

Help your student feel confident and prepared by using the High School Planner to map out a personalized path through high school.

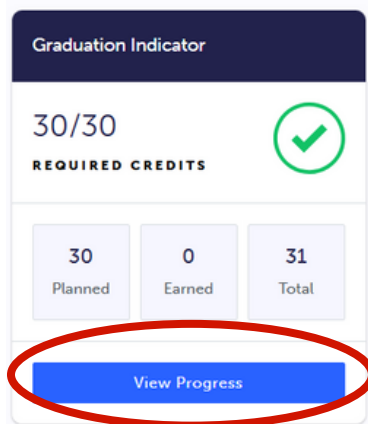**1** Have your student select "High School" from the left-hand navigation menu.
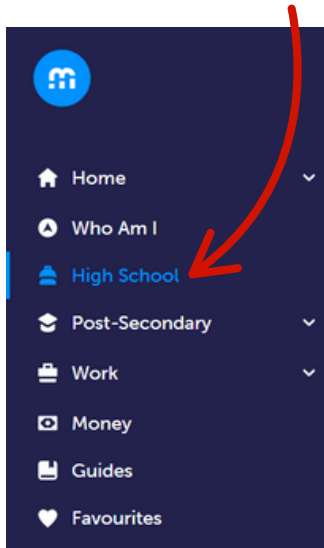
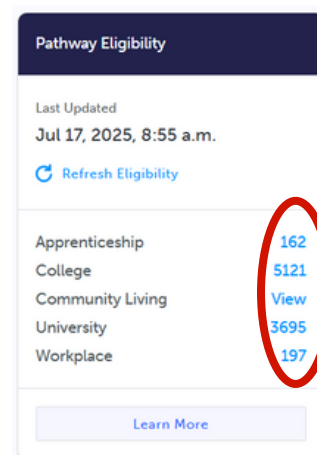**2** Have your student create their high school plan by adding courses for their current and future grades.

3 Have your student select "View Progress" on the Graduation Indicator to track their progress to graduation.

4 Use the Pathway Eligibility tool with your student to see which post-secondary opportunities they are eligible for.

Click the numbers to explore!

High School Plan

After your student completes their high school plan and explores their pathway eligibility, ask these questions to start the conversation.

- Which course in your plan are you most excited to take?
- Is there a pathway or program that your are excited about?

Post-Secondary Planner

Help your student feel confident and informed by using the Post-Secondary Planner to explore future pathways and discover programs that match their interests and goals.
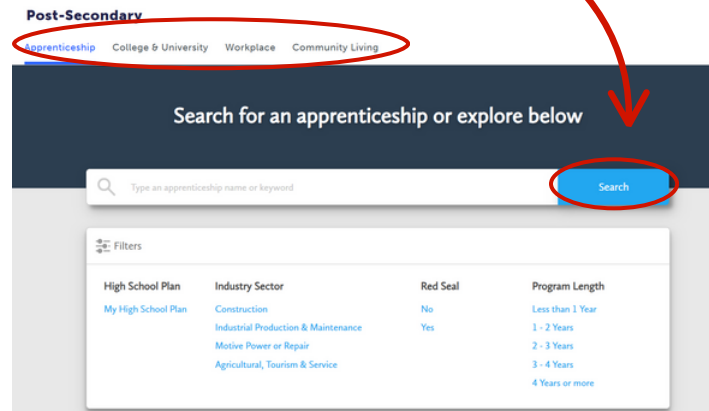
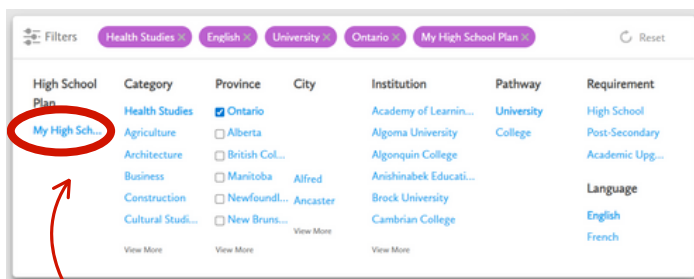**1** Have your student select "**Post Secondary**" from the left-hand navigation menu.
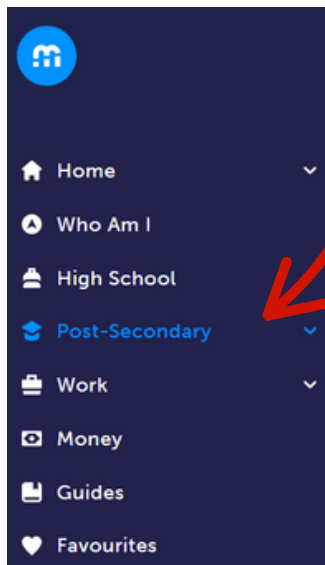
2 Have your student choose a pathway from the top menu, then search for a program that interests them.
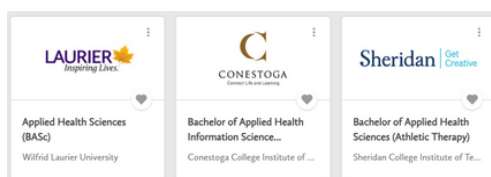

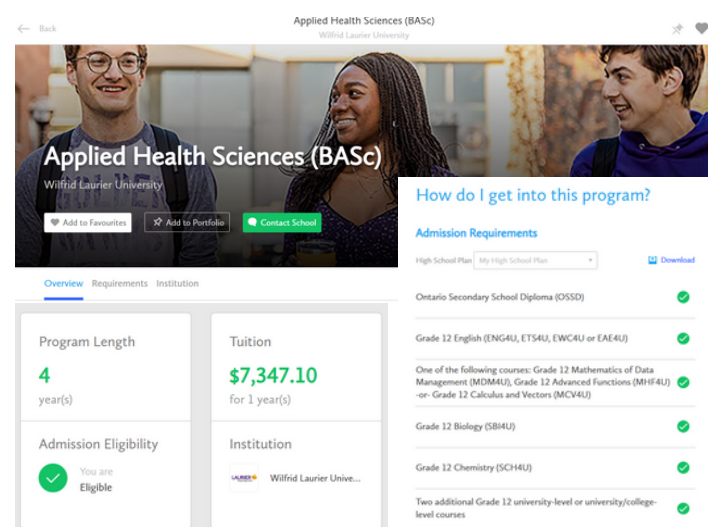**3** Your student can use **filters** to find programs that match their needs, interests, and goals.

Selecting "High School Plan" shows programs your student is eligible for based on their courses.

4 Clicking a program shows its **overview**, **requirements**, and **institution details**.

Post Secondary Plan Tip!

After your student explores pathways and explores a few programs of interest ask these questions to start the conversation.

- Do you need to adjust your high school courses to qualify for any programs you're interested in?
- What factors matter most to you when deciding on a pathway? (Consider: location, cost, program length, or something else)

Work: Occupations and Job Search

Help your student **explore occupations** and navigate the **job search** with confidence through the **Work** section.
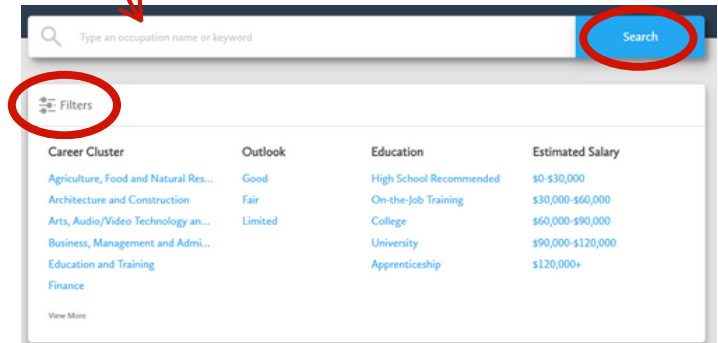
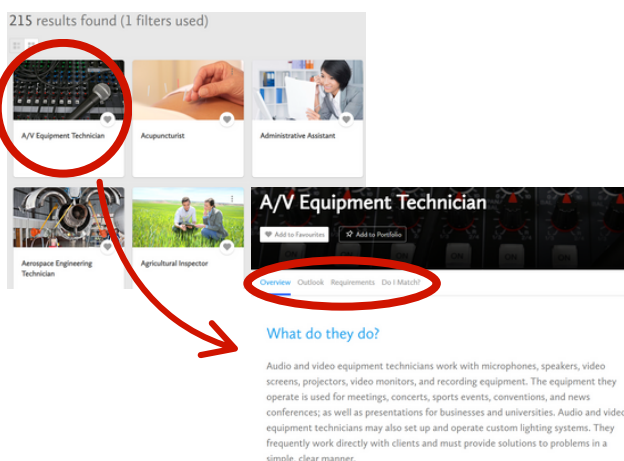**1** Have your student select "**Work**" from the left-hand navigation menu.
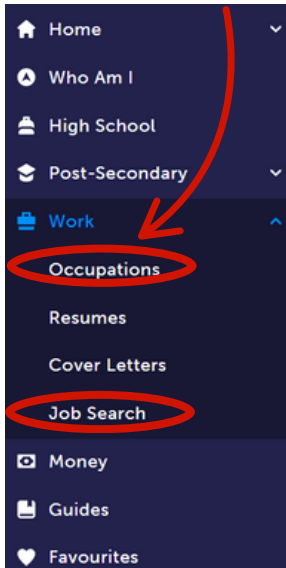
2 Have your student explore "**Occupations**" by **searching** a career of interest and **filtering** by career cluster, outlook, education, or salary.
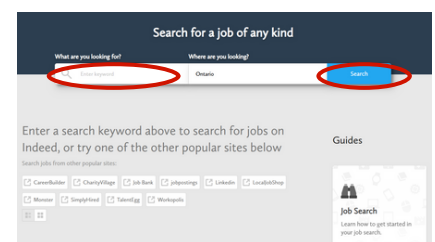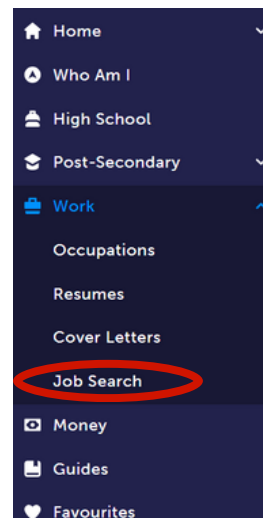

3 Have your child select an **occupation** to explore its overview, **outlook**, requirements, and take a compatibility survey.

4 Have your student use "Job Search" to find real job postings by entering a keyword.

Click the "**Job Search**" guide to help your student learn how they can prepare for and find a job or volunteer opportunity.

Occupations & Job Search Tip!
After your student explores occupations and searches for a few jobs, ask these questions to start the conversation.

- What job or career stood out to you the most and why?
- What steps do you think you'll need to take next to explore or apply for one of these jobs?

Work: Resume and Cover Letter

Help your student confidently create resumes and cover letters for volunteer opportunities, summer jobs, or part-time work through the Work section.
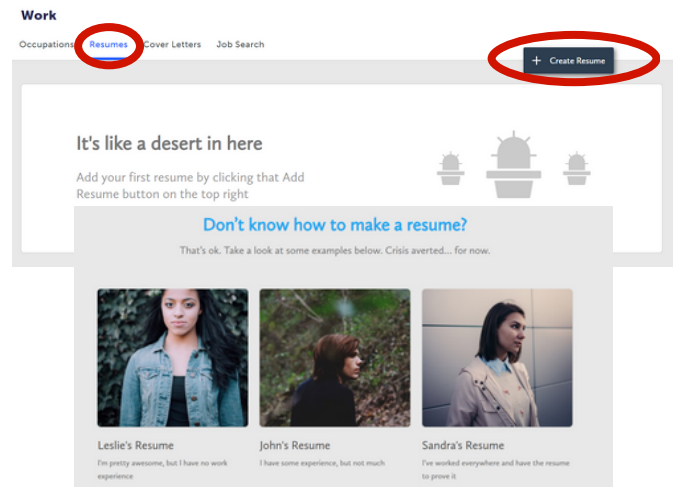
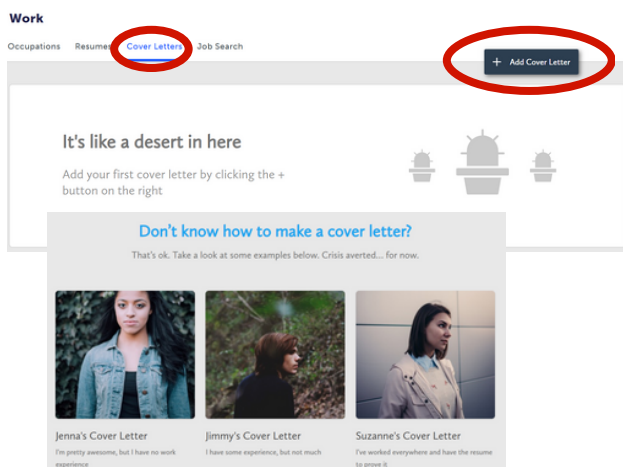**1** Have your student select "Work" from the left-hand navigation menu.
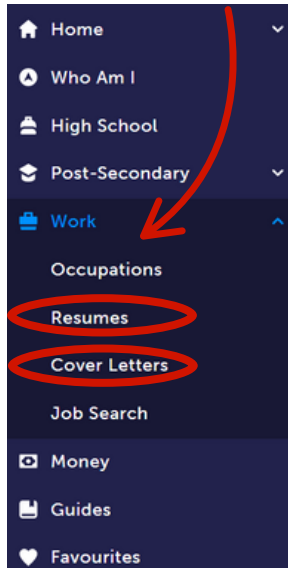
2 Have your student select "Create Resume" to build a resume and if they need ideas, scroll down to view sample resumes.

3 Have your student select "Create Cover Letter" to build a cover letter, and if they need ideas, scroll down to view sample cover letters.

4 Explore the resume and cover letter guides to help your student understand how to write effective ones and why they matter

Resume & Cover Letter Tip!

After your student creates a resume and cover letter ask these questions to start the conversation.

- What experiences or skills did you include in your resume that you're proud of?
- How did writing your cover letter help you think about the kind of job or volunteer role you want?

Goals

Help your student set meaningful goals and stay motivated by using the **Goal Setting** feature to plan their next steps in school, work, or life.

1 Have your student select "**Home**" from the left-hand navigation menu and then select "Goals".

2 Have your student select "**Add Goal**" to create a goal.
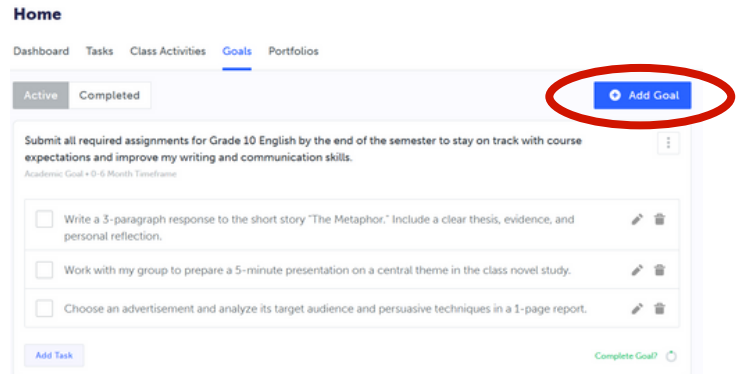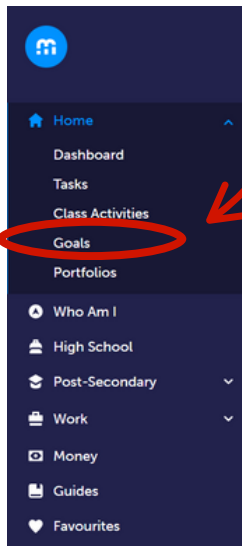
3 After selecting "**Add Goal**", select "**Need Ideas**" to explore sample goals.

4 Review the goals your student has created and check in on their progress.

Goal Setting Tip!

After you and your student review their goals, ask these questions to start the conversation.

- What's one goal you set that you're especially excited about?
- How can we support you in working toward it?

Who Am I Surveys

Your student can explore how they learn, what excites them, and what motivates them, then see careers that match, all through the 5 Who Am I Surveys on myBlueprint.

1 Have your student select Who Am I from the left hand navigation menu.

2 Check your student's Who Am I Survey progress in the box on the right side of the page.
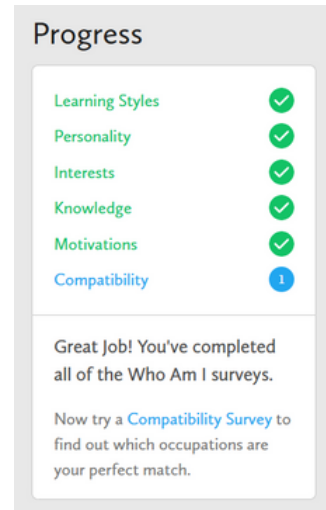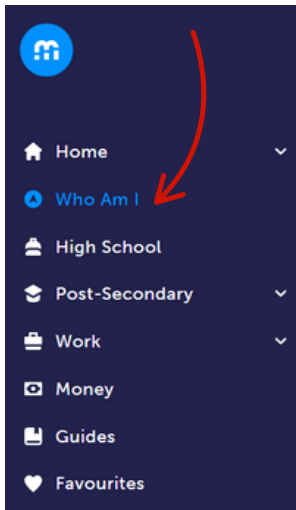
3 View your student's results with them by selecting "View Report".

4 Have your student click "Match Results" to view careers, programs, and courses that match their survey results.
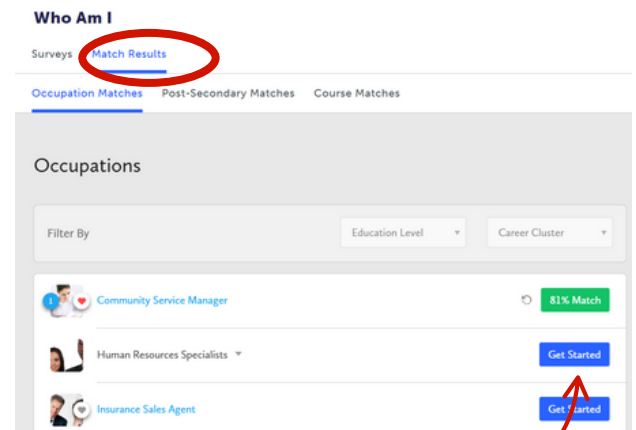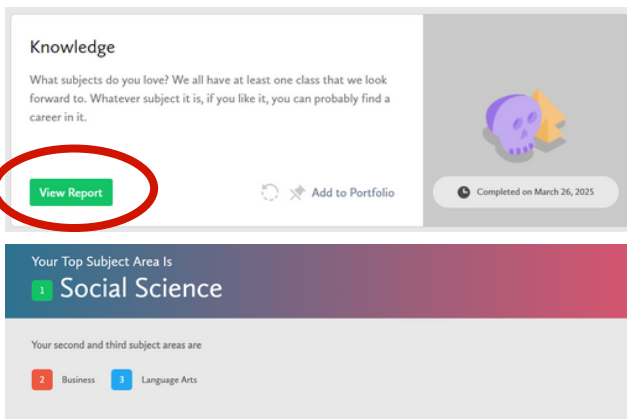
Have your student test their compatibility for an occupation by selecting "Get Started".

Who Am I Tip!
After your student completes the surveys, ask these questions to start the conversation.

→

- What is one new thing you learned about yourself?
- Which career match surprised you the most and why?

Portfolios

Your student can capture their learning, reflect on their growth, and showcase their achievements through **Portfolios** on myBlueprint.
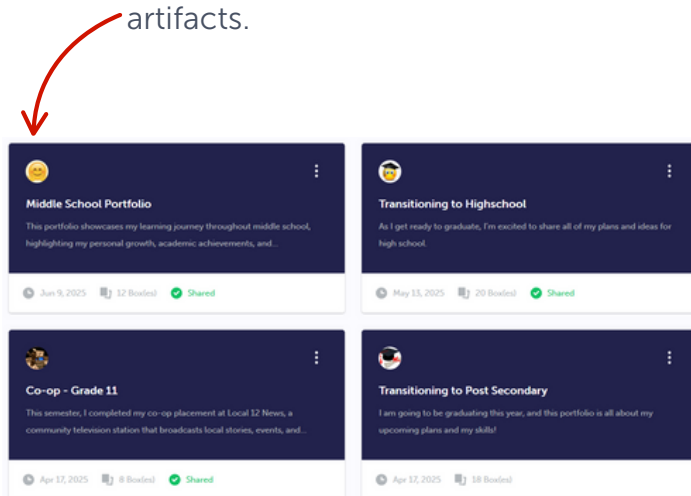
1 Have your student select "**Home**" from the left-hand navigation menu and then select "**Portfolios**".
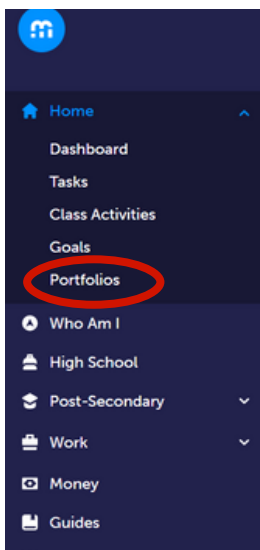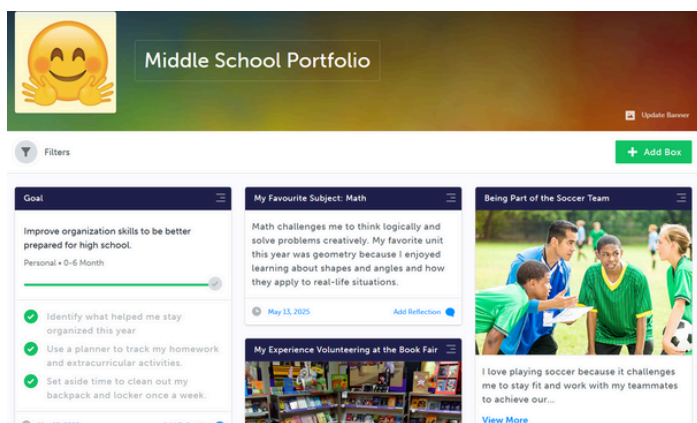

2 View all the portfolios your student has created and click on one to see their artifacts.

3 View your student's work, reflections, and learning in their portfolio. Ask them what learning artifact they are most proud of.

4 Have your student click "**Share**" to generate a link to their portfolio that they can share with you, family members, teachers, or potential employers and volunteer opportunities.
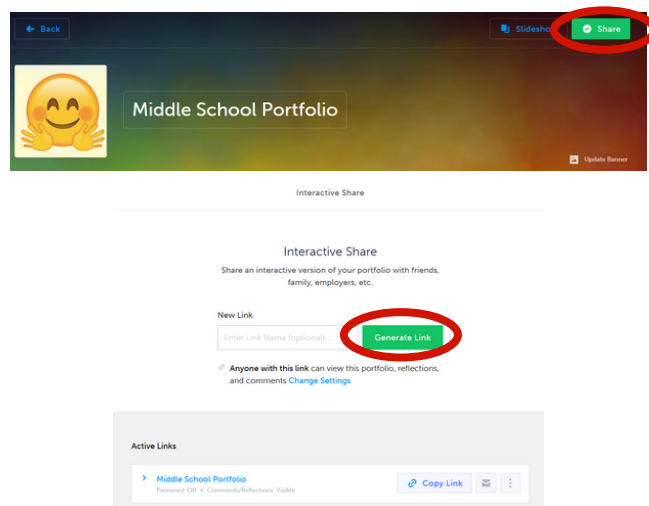
Portfolio Tip!
After your student completes the surveys, ask students to complete these questions in their portfolio

- What's one thing in your portfolio that shows how you've grown this year?
- What's something you learned that you'd like to keep building on?

Top 10 Tips for Supporting Career/Life Planning with myBlueprint

1 **Explore Together**

Explore myBlueprint with your student. Have them show you their dashboard, favourites, and reflections

2 **Ask Open-Ended Questions**

Start conversations with questions like, "What careers interest you?" or "What did you learn from the survey?"

3 **Review Their Interests & Goals**

Explore your student's Planner together — check out their 'Who Am I' surveys and goals to learn more about their interests.

4 **Encourage Ongoing Reflection**

Encourage regular updates to their goals, portfolios, or resume/cover letter.

5 **Browse Careers & Post-Secondary Options**

Help them research real pathways using the Occupation and Post-Secondary tabs.

Compare job outlooks, programs, and admission requirements.

6 **Support Planning**

Support at home by checking in with your student, exploring myBlueprint together, and encouraging reflection.

7 **Celebrate Progress**

Celebrate their progress and encourage them to upload evidence of learning into their Portfolio.

8 **Talk About Real-Life Connections**

Connect their interests to careers or people you know. Share your own education and career journey.

9 **Set Family Goals**

Use the Money section to discuss budgeting, saving, and financial literacy.

10 **Stay Involved**

Schedule check-ins with your student to review progress, celebrate achievements, and support reflection.