

# My Plan Activity 1: Creating Your Account

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## WHAT IS MY PLAN?

Think of your Plan as your own online filing cabinet. In it, you can keep all the information you need to plan and fulfill your education and career goals.

## WHAT CAN YOU DO WITH MY PLAN?

You can:

- Save your assessment results
- Keep notes on the careers and schools that interest you
- Save information about scholarships and financial aid you qualify for
- Develop an education plan based on your career interests
- Track your career preparation and planning activities
- Record your career and life goals
- List your extracurricular activities, skills and abilities, and awards
- Document your work and volunteer experiences
- Store related documents, such as scanned artwork, letters of reference, essays, and presentations
- Share your Plan with college admissions staff, organizations offering scholarships, and potential employers
- Create a personalized, professional-looking resume

## THE FIRST STEP IS TO CREATE YOUR OWN PERSONAL PLAN!

On the Main page, open the My Plan Login menu at the top left of the screen.

*Note: If your school has pre-assigned My Plan usernames and passwords, you can sign in to Career Cruising using your username and password. Open the My Account menu and review the information in your personal Profile.*

**Step 1.** Click on **Create My Plan** to create a new Plan.

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Page 2 of 2

**Step 2.** Enter your information and then select your own My Plan username and password so that only you can access your Plan. Write down your My Plan username and password in a safe place in case you forget them. It is also a good idea to fill in your email address so that you will be able to retrieve your My Plan username and password if you ever forget them.

**Step 3.** Click on **Create My Plan**.