

Instructions for NAVIANCE Parent Account Survey

1. Go into Parent Account for Naviance.
2. At the top right, click on the **ABOUT ME** section.
3. Look under “Students name” **ASSESSMENTS** and click on **MY SURVEYS**.
4. You will see “SURVEYS IN PROGRESS”, “SURVEYS COMPLETED”, and then “SURVEYS NOT STARTED”. Click on “**SURVEYS NOT STARTED**”.
5. In the middle of the screen is a blue link “**SENIOR PARENT SURVEY FOR RECOMMENDATIONS**”. Click on that link and fill out the survey and save answers.