

Student Name _____

School:
Kuder Individual Registration & Login Instructions

Please follow the instructions below to begin using *Kuder® Navigator* — an online educational and career planning system for today's middle school and high school students.

Registration

- Go to the *TBEC Achieve Texas Education and Career Planning System* at <http://www.tbecachievetexas.org>.
- Select **New Users** from the Login Area to begin the registration process.
- Select **Student** and choose your grade level from the drop down menu.
- Click **Continue** to create your account.
- During the process you will need to create a unique user name and password. Write down your user name and password in the space provided for future reference.

User Name: _____ (Novell Login Recommended)

Password: _____ (Student ID number Recommended)

- You will also be asked to enter your N Activation Code. It is:

N Code: N3368388BAG

- If you do not have an email address, type "No"
- Do not put a phone number in the texting phone number
- Fill out required fields.
- Be sure to check the box next to "I have read and agree to the terms and conditions of use."
- Click **Register** to complete the process.

Navigator Home Page

Once you have created your account, you will be directed to your *Navigator* home page to access the system's tools and resources via the top navigation menu. Your home page also provides a link your messages, to do list, recommended links, and account information where you can update your profile, upload a photo, and change your grade level each year.

Taking an Assessment

The first step in the educational and career planning process is learning about yourself.

- Click on **Learn About Myself** from the top navigation menu.
 - 6th Graders: Choose **Take Interest Checklist** to learn about your interests in the six Career Fields.
 - 7-8th Graders: Choose **My Interests** or **My Skills**. To get started, you will select your desired education level/degree that you plan to attain.
 - 9-12th Graders: Choose **Take an Assessment** and click on one of the assessment titles. To get started, you will select your desired education level/degree that you plan to attain.
- Once you complete the assessments, use your results and the other available tools from the top navigation menu to support your ongoing education and career exploration and planning.

Logging In

To re-enter your account, go to <http://www.tbecachievetexas.org>, select **Log In**, and enter your user name and password.