**Part D- Create goals**

1. Click on “Home” and “Goals”
2. Read some of the examples of goals. Click on “view more”
3. You can read the “Goal Setting Guide” for more help
4. Create a goal. In the “what is your goal” section, type in your top career choice. (Ex: become a construction worker)
5. Add two tasks for the goal (ex: graduate high school, attend college, get good marks, etc)
6. Now create one more goal. This can be anything you want to achieve in the next two years (ex: join a sport team, get 80% grade in Science, etc). Give two tasks for the goal.
7. **Add these 2 goals to your portfolio**

**Part E- Planning for your Future Career**

1. Go to your top career choice again. Click on the “Requirements” tab
2. Scroll down to “Potential Programs”. Click on a Program of interest (you can select view more if needed).
3. **Add this program to your portfolio**
4. Read through the program information tabs

Overview- cost, length, etc

Requirements- high school courses, etc

Institution- sports, locations, etc

1. Go to your portfolio. Edit your career goal and add a few more tasks needed to reach this goal (ex: some high school courses)