

COIN Career Community

Parent Information Sheet

Steubenville High School has recently purchased the Coin Career Community. We want to take this opportunity to explain the purposes of this product and to provide you with instructions for using the program. The Coin Career Community is an online career guidance and curriculum program that is available to administrators, teachers, counselors, students, and parents twenty-four hours a day, seven days a week. The two major purposes of the program are:

- To provide teachers, parents, and students with obvious connections between skills being learned in the classroom and real-world applications of those skills (known as career and curriculum connections)
- To build a community of support personnel in the form of teachers, counselors, administrators, and parents that will work together to provide students with reliable resources and planning assistance that will insure their success in the workplace.

For every student account that your school purchased, COIN had provided the ability for parents to use the system. Our hope is that you will regularly log on to view what your child has been doing and what needs and interests he/she has discovered. We hope that you will work with your child and the staff at his/her school to provide the parental support needed to make our community the most effective resource for career guidance and exploration.

HOW TO LOG IN TO THE COMMUNITY

- Go to **community.coin3.com**
- Enter the following information as provided to you:

USERNAME: your child's username plus the letter p
PASSWORD: your child's password plus the letter p
SITE ID: OH15182

- Then click on the check box for "parent user."

WHAT CAN I FIND IN THE COMMUNITY?

Within the program, there are five separate centers for students. Each center serves a unique purpose, featuring the following functions:

EXPLORATION CENTER

- Take assessments that connect your interests and skills to career clusters and occupations
- Search for information on occupations based on various criteria
- Research two-year and four-year colleges based on various criteria

COIN Career Community

Parent Information Sheet

- Watch occupation videos
- Look for instructions and suggestion on how to obtain financial aid

PLANNING CENTER

- Record results from COIN assessments and other standardized tests
- Complete checklists related to career and college planning tasks
- Establish goals and set action plans for achieving them
- Create a resume
- Keep track of job and college contacts
- Write journal entries that record important highlights and describe skills you have acquired
- Print a career portfolio

RESOURCE CENTER

- Search for links and articles related to important school and career topics
- Complete short activities that introduce you to work and life skills
- Look for information specific to the state in which you live
- Read about up-and-coming or out-of-the-ordinary jobs

ACTIVITY CENTER

- Take weekly quizzes for SAT, ACT, GED, and/or State Proficiency exams
- Complete daily history quiz

COMMUNICATION CENTER

- Send/receive important messages to/from teachers, counselors, and school administrators

HOW DO I USE THE COMMUNITY?

To navigate between the various centers in the program, use the colored tabs at the top of the screen. Once you have clicked on the appropriate center, use the expanded menu down the left side of the screen to make your selections. To get back to the homepage, you can click on the COIN logo in the top left-hand corner at any time. This will take you to the "control panel" of the COIN Career Community.