

How to use CaliforniaColleges.edu

CaliforniaColleges.edu is a website that you can use in grades 6-12 to help you plan and save all your college and career preparation activities. You can review your saved goals, take assessments, and explore different career choices within Your Portfolio.

Follow these steps to begin your college and career exploration.

Login Directions

- Step 1** Sign in (your account has already been created for you).
Account name: vvusd##### (vvusd + your ID #)
Example: vvusd12345678910
Password: MMDDYYYY (your birthday)
Example: If your birthday is 5/7/98, you enter 05071998
- Step 2** You will be asked to reset your password but repeat the same password provided.

Password: MMDDYYYY (your birthday)
Example: If your birthday is 5/7/98, you enter 05071998
- Step 3** You will be asked to create a security question. Select one of these two questions:
- In what city were you born?
 - What is the name of your hometown?

Answer the remaining questions on the page, agree to the terms and conditions and click on "continue." Before you begin your first activity, please update your email address by following the directions below:

- Step 1** Update the student profile by directing students to log in to their account.
- Step 2** Click on **Your Portfolio**.
- Step 3** Click on **Your Profile**.
- Step 4** Click on **The Basics**. Here, students can edit their email address in their account with an active email account.

Complete Interest Profiler

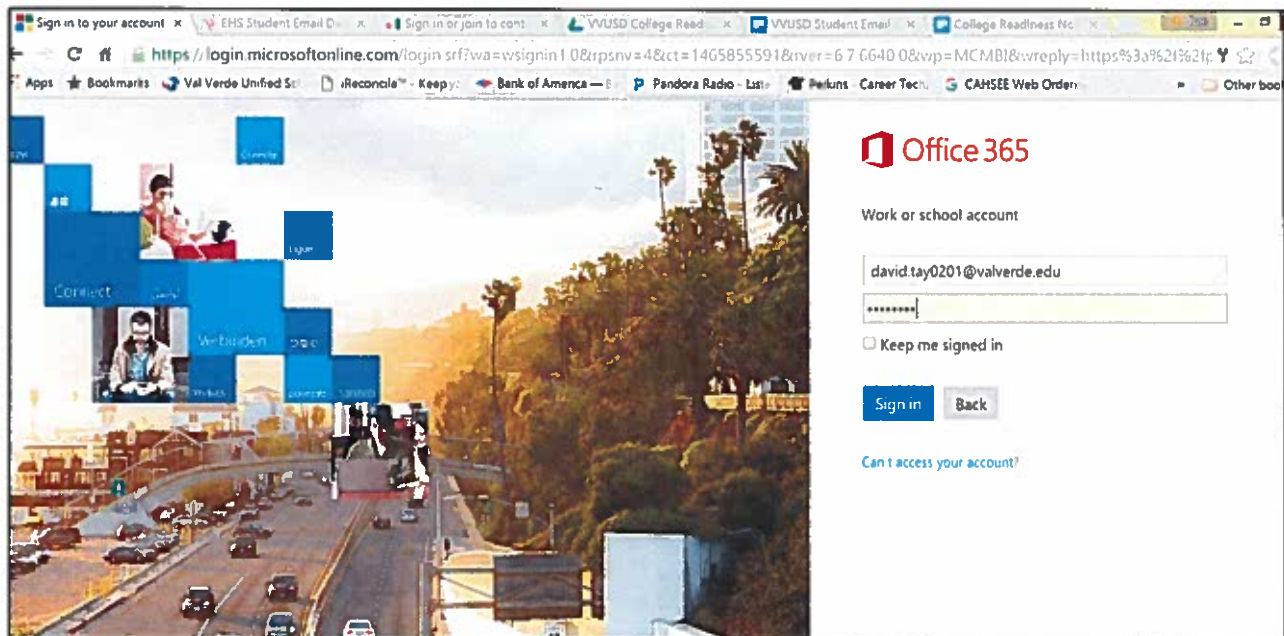
- Step 1** Click on the tab called "**Career Planning**"
- Step 2** Click on the box called "**Learn About Yourself**"
- Step 3** Click on "**Interest Profiler**"
- Step 4** After you complete the Interest Profiler, your results will show bar graphs to match your interests.
- Step 5** Click on "**Matching Careers**"
- Step 6** Explore Careers and **SAVE Three** to Your Portfolio!

VVUSD Student Email System

Follow these steps to begin using your VVUSD Student emails

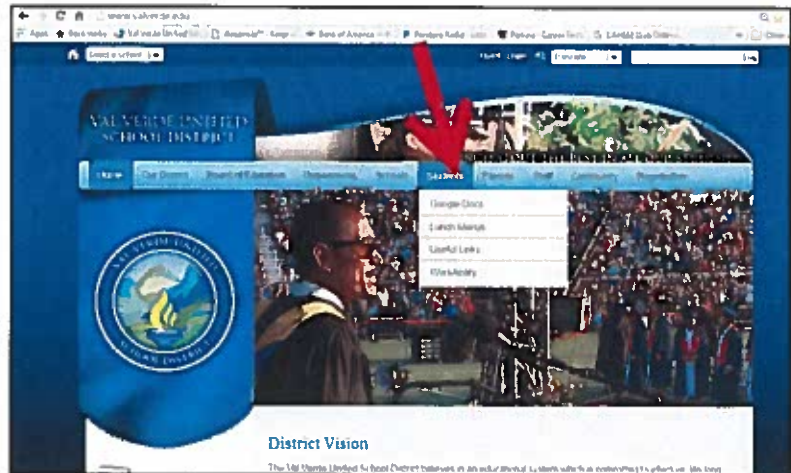
Student Email DIRECTIONS- Office 365

- I. To access student email use <https://login.microsoftonline.com/> or go through the Val Verde Website Student Tab. All students have a Val Verde email address and can freely send to anyone with an @valverde.edu address. Anyone outside the district is restricted from sending email to students unless approved by IT/Ed Services to whitelist that specific email address.
- II. Sign in with your Val Verde email address (This is your regular student login for the chrome books and GOOGLE):
Log in Example: firstname.first3lettersoflastnamebirthmonthbirthday@valverde.edu
David Taylor Smith date of birth February 1, 1999 = david.tay0201@valverde.edu
Password: is your Student ID # (same as your existing Val Verde computer password)
- III. To email, use the entire email address including the [@valverde.edu](mailto:)
- IV. For emailing teachers the address is teacher [firstinitiallastname@valverde.edu](mailto:firstnameinitiallastname@valverde.edu)
Example: Joe Smith math teacher jsmith@valverde.edu



First Time logging into Office 365:

- 1) Choose Student Email under the Students Tab on the www.valverde.edu website

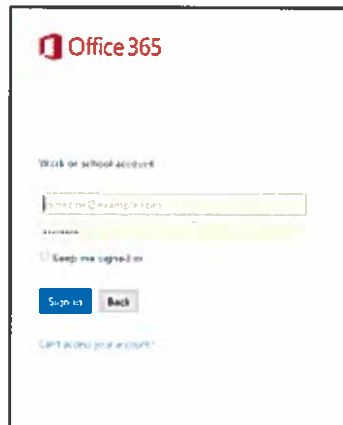


- 2) Chose work or school account:

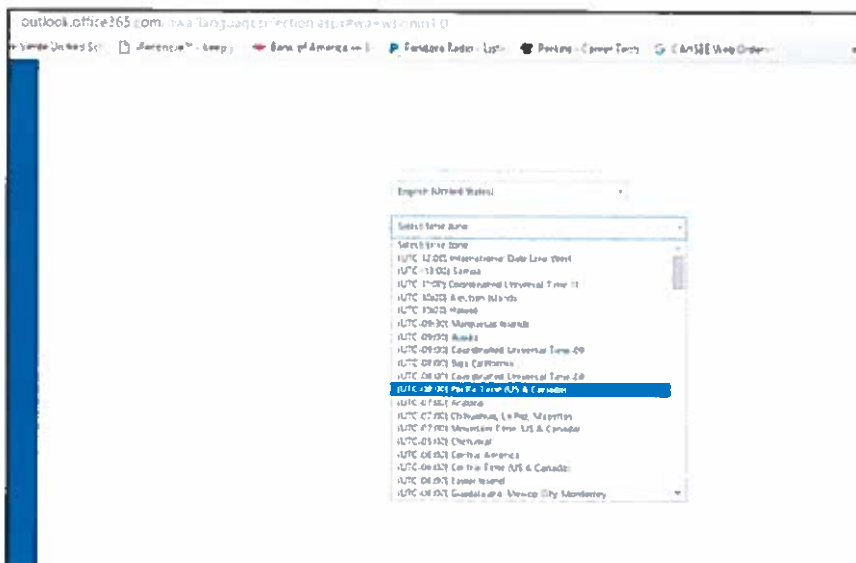
Log in: firstname.first3lettersoflastnamebirthmonthbirthday@valverde.edu

David Taylor Smith date of birth February 1, 1999 = david.tay0201@valverde.edu

Password: Student ID #



- 3) Set time to Pacific Time and save



Conditions and Notification of Use Policy

- All student Electronic Mail (email) accounts are property of the Val Verde USD. Email activities must comply with Board of Education Policy (Internet Access). The user accepts all responsibility to understand the policy.
- The student will be removed from the system 1 year after graduation, leaving the school district, or infractions outlined below.
- The primary purpose of the student electronic mail system is for students to communicate with school staff, outside resources related school assignments, and fellow students to collaborate on school activities.
- Account user names and passwords will be provided to parents so those parents can monitor the account and communicate with teachers. Use of the district's email system is a privilege.
- Use of the email system will align with the school's code of conduct and the code will be used for discipline purposes. Communication through the district's email system will exhibit common sense and civility. It will abide by the community's mode of acceptable behavior. Students are responsible for messages sent from their accounts. Students should not share their passwords.
- Messages posted on the district's email system cannot cause disruption to the school environment or normal and acceptable school operations. Occasional and reasonable personal use of the district's email is permitted, providing that this does not interfere with the performance of the electronic mail system or disrupt the operation of the schools. Electronic mail can be checked from home or from school computers, as long as it does not disrupt the operation of the classroom or school.
- The email system cannot be used to operate a personal business. The account may not be sold or otherwise re-assigned without written consent of either the Director of Instructional Technology. The account may be revoked if used inappropriately.
- Students will report any unusual activities such as "spam" communications, obscene email, attempts by adults to lure them into dangerous behaviors, and the like to the school's technology contact for action. Students should not forward chain letters, jokes, or graphics files.
- Students will not identify their home telephone numbers, or home addresses in any email correspondence.
- Electronic mail sent or received is not confidential. Although the VVUSD Board of Education does not make a practice of monitoring electronic mail, the administration reserves the right to retrieve the contents of user mailboxes for legitimate reasons, such as to find lost messages, to conduct internal investigations, to comply with investigations of wrongful acts or to recover from system failure.
- System administrators may create filters to scan for and eliminate viruses and large graphic files (i.e. animated Santa during December) that are unrelated to the school district's operation.
- When issues arise, the department will deal directly with the student, school administration and/or parents/guardians. Improper use of the system will result in discipline and possible revocation of the student email account. Illegal activities on the system will be referred to law enforcement authorities for appropriate legal action.
- As it deems necessary, the Board of Education may contract with outside agencies to operate the student electronic mail system. If this arrangement is made, all parts of this statement remain in force.
- The Instructional Technology Department is responsible to ensure the efficient use of the electronic mail system. The interpretation of appropriate use and future revisions of this guideline are the responsibility of the Director of Instructional Technology.
- If necessary, the Board of Education, at its discretion, may close the accounts at any time. Any updates or changes to this electronic mail agreement by the Board of Education or administration will be in effect.