

Navigator 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.

Registering

- Go to MyCareerShines at www.mycareershines.org.
- Select your user type or category from the drop down menu.
- Next, click on **Register or Log In**.
- Click on **I need to create an account** and select **I am a student** to begin the four-step registration process. After each step, click **Next Step**.
- In the first step of the registration process, you will be asked to select your grade level, graduation year, school type, county, and school name.
- In the second step, you will enter your name, zip code, birth date, gender, and email or phone number.
- During step three, you will create a username and password and set a security question and answer. Write your username and password here for future reference:

Username: _____

Password: _____

- In the fourth and final step, you have the option to indicate your race.
- Click **Sign Me Up** to complete the process.

Using the System

Once you have created your account, you will be directed to your home page. Begin by **Taking Assessments** – the first step in the education and career planning process. You can also use the navigation menu to access the options under “Things to Do” and “My Portfolio Items”. Don’t forget to also check out your messages, My Next Steps list, recommended links, and account settings where you can update your information.

Logging In

To re-enter your account, go to www.mycareershines.org and select your user type or category from the drop-down menu. Then, click **Register or Log In** and login by entering your username and password. Then, click **Sign Me In**.