Overview

You can use Family Connection to access online resources, communicate with your school and use the many planning tools available from Naviance.

Getting Started

To access Family Connection, you must have the following:

- A computer that is connected to the Internet
- An e-mail address
- A registration code provided by your school

Registering for Family Connection

Follow the steps below to register for Family Connection:

1. Access Family Connection.
2. Click the **I Need to Register** link.
3. Enter the registration code provided by your school.
4. Click the **Register** button.
5. Enter your e-mail address and create a password.
6. Accept the terms of service.
7. Click the **Complete Registration** button.

**Note:** Passwords must be at least six characters and cannot contain blank spaces.

Logging into Family Connection

Follow the steps below to log into Family Connection:

1. Access Family Connection.
2. Enter your e-mail address in the **E-mail** field.
3. Enter your password in the **Password** field.
4. Check the box next to Remember Me if you want to bypass entering this information on return visits. (Not recommended for shared or public computers.)
5. Click the **Log In** button.

Communicating with School Staff

There are several ways you and your school can communicate using Family Connection.
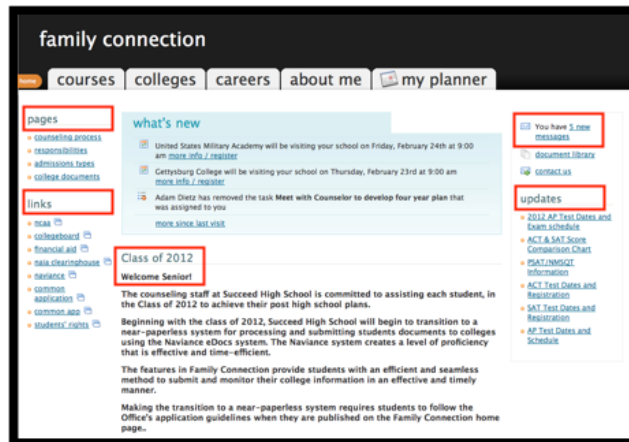
Review the welcome message, pages, links and updates:
1. The welcome message is located on the **Home** page.
2. Your school posts pages, links and updates to the **Home** page.

Send an e-mail message:
1. Click **Contact Us** on the right column on the **Home** page.
2. Your e-mail address and your school contact are pre-populated.
3. Enter a subject for your message.
4. Enter your message.
5. Click the **Send Message** button.

Read and reply to e-mail messages:
1. Click the **New Messages** link on the right column of the **Home** page.
2. Your inbox appears.
3. Click a message subject to open the e-mail.
4. To reply to the e-mail, click the **Reply to Message** link, enter your message text and click the **Send Reply** button.

Complete surveys:
1. Click the **About Me** tab.
2. Surveys are listed in the **Surveys to Take** section. (Left side column)
3. Click a survey name to open the survey.
4. Complete the survey by completing the fields. Required fields have a red asterisk (*).
5. Click **Update** when you finish the survey.