

VRIS UPDATE

Job Planning Resource Guide - NE Career Connection Effective 9/12/12 Number 345

SUMMARY OF UPDATES

The Job Planning Resource Guide has been updated to reflect recent changes within NE Career Connection. The updates include.

1. VR Staff Registration and Login Instructions for NCC. NCC has developed a NCC login just for VR so staff can easily retrieve data from the system. VR staff have separate logins for the adult and the student NCC programs. **Clients should not** set up their individual profiles on this account. Adult clients will use their own activation codes and students will use their high school activation codes.
2. New activation codes for adults to set up their own NCC profiles.
3. Navigator activation codes for each high school were updated August 1, 2012. These are necessary so specialist can assist students in setting up their profiles in NCC. Student profiles should be set up with the activation code from the high school they attend.
4. The Student Planner Labels which can be provided to students to document their usernames and passwords were updated to reflect the 2012/2013 academic year.
5. Quick Guides for understanding both the Navigator (student) and Journey (adult) programs were updated.

VRIS POSTING

VRIS: Resources: VR Guides: Job Planning Resource Guide: NE Career Connection:

[VR Staff Registration and Login Instructions for Navigator \(Student\)](#)

[VR Staff Registration and Login Instructions for Journey \(Adults\)](#)

[New adult activation codes for each office.](#)

[Student Navigator Codes for NE High Schools](#)

[Student Planner Labels has been updated to reflect the 2012-2013 school year](#)

[Quick Guide for the Navigator \(student\) for staff and client use.](#)

[Quick Guide for the Journey \(adult\) for staff and client use.](#)

TEAM COMMUNICATION

Office Directors should assure this information is shared with all team members.

LEADERSHIP CONTACT

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