

# **COIN3 Assignment – 9th Grade - Revised: February, 2010**

**Suggestion:** After you get to the COIN3 home page go to the bottom right corner and expand the page as far to the right as you can so that you can see two scroll bars.

COIN3 is a software program where you can do a number of things such as searching for colleges, writing a resume, taking a self-assessment survey, etc. RBHS has paid for this service so that you can begin to prepare for life after high school. In order to introduce you to COIN3, we want you to complete this assignment. It should take you only about 15 minutes. You can do it on any computer that has internet access.

The assignment is for you to do three tasks and print the results:

Directions:

1. Log on to COIN3 at <http://community.coin3.com>
2. Enter your **User Name, which is your RBHS students ID#**
3. Enter Your **Password - - (All grades.)**
  - Your “Password” is your student ID #. \_\_\_\_\_
4. Enter the **Site ID**
  - The “Site ID” is the same for everyone: **ca13552**
5. Click on “Submit Login.”
6. Click on “Planning Center”
  - a. Click on “Personal Information” (Left side of the screen.)
    - i. Complete your personal information
    - ii. click “Update.” (It won’t print until you do this.)
    - iii. **PRINT** (You will need to go to “File,” and select “Print” from there.)
7. Click on “Exploration Center”
  - a. Click on “Assessments” (Left side of the screen.)
    - i. Click on “Self-Assessment Survey”
    - ii. Answer the 41 questions
    - iii. Click on “Search Occupations,” and “Save” the list of results.
    - iv. **PRINT** your results
8. Remain in the Exploration Center
  - a. Click on “College Search”
    - i. Click on “State”
    - ii. Select a state and click on it. To the right of the box that has the names of the state There will appear a number indicating how many colleges were found.
    - iii. Click on “Display Colleges” (In red under where it says “Colleges Found”.)
    - iv. Select a college and click on it.
    - v. **PRINT** the information on the college you selected.
9. You are done
  - a. **Click on “Log Out”** (Top right of screen)
  - b. Click on “Close”
  - c. Click on “Yes”

You have printed three items. Put them in this order and turn them in to your teacher:

- Personal Information
- Self-Assessment Survey
- College Information

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