

Parent/Guardian SSP Review

How can a School Educator Complete Manually?

WHAT IS THE PARENT/GUARDIAN SSP?

The two main goals of the Parent/Guardian SSP are to allow parents and guardians to view the work done by their child and to allow parents and guardians to provide feedback to their child's advisor regarding their child's SSP. The information entered by students for most sections of the SSP is read-only; parents and guardians can view their child's work, but cannot change it.

To log in, parents and guardians go to www.careercruising.com/Parent and enter their Parent/Guardian username and password (to register, they will need an activation code sent by the school).

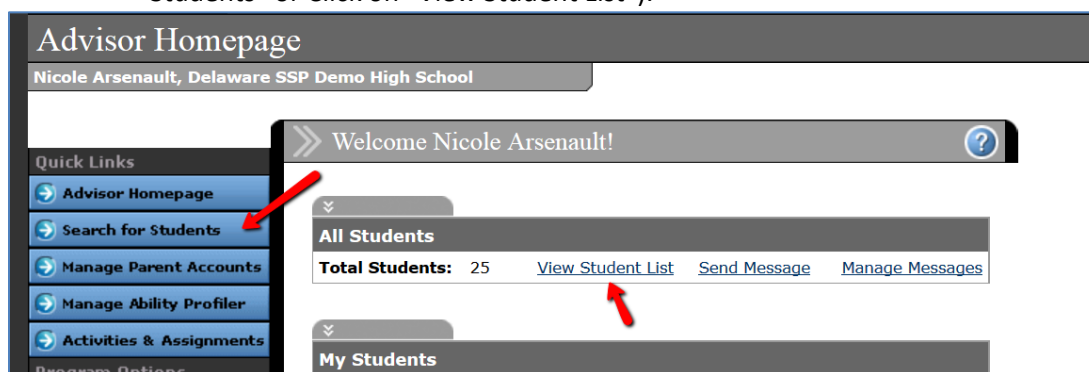
HOW CAN A SCHOOL EDUCATOR MANUALLY ENTER THE PARENT REVIEW?

If parents don't have a pre-existing Parent Portal Account, school educators can still record the Parent SSP Review for that student.

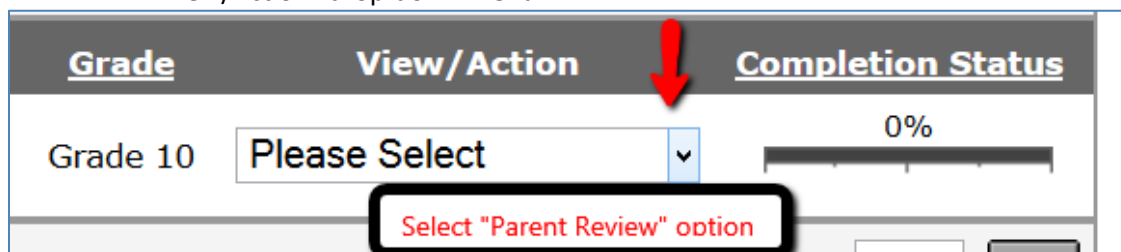
To do this, the educator will first need to login to their administrative SSP account at www.careercruising.com/sspschool and enter their credentials.

Once logged in, the steps to follow are:

- i) Find the student for which the parent review must be completed (click on "Search for Students" or Click on "View Student List").



- ii) After finding the student in question, select the "Parent Review" option from the "View/Action" drop-down menu



- iii) Enter the parent or guardian's name and the date of the review. Additional comments may be entered and then once the "Save" button is selected, that's it!

The screenshot shows a web form titled "Parent/Guardian SSP Review" for Nicole Arsenault. The form includes fields for "First Name *", "Last Name *", and "Date Reviewed *", each with a corresponding input box. A calendar icon is next to the date field. There is a large text area for "Additional Comments". A "Save" button is located at the bottom right of the form.

- iv) The Completion Status on the student's SSP will be automatically updated to reflect the Parent SSP Review as Complete.

