

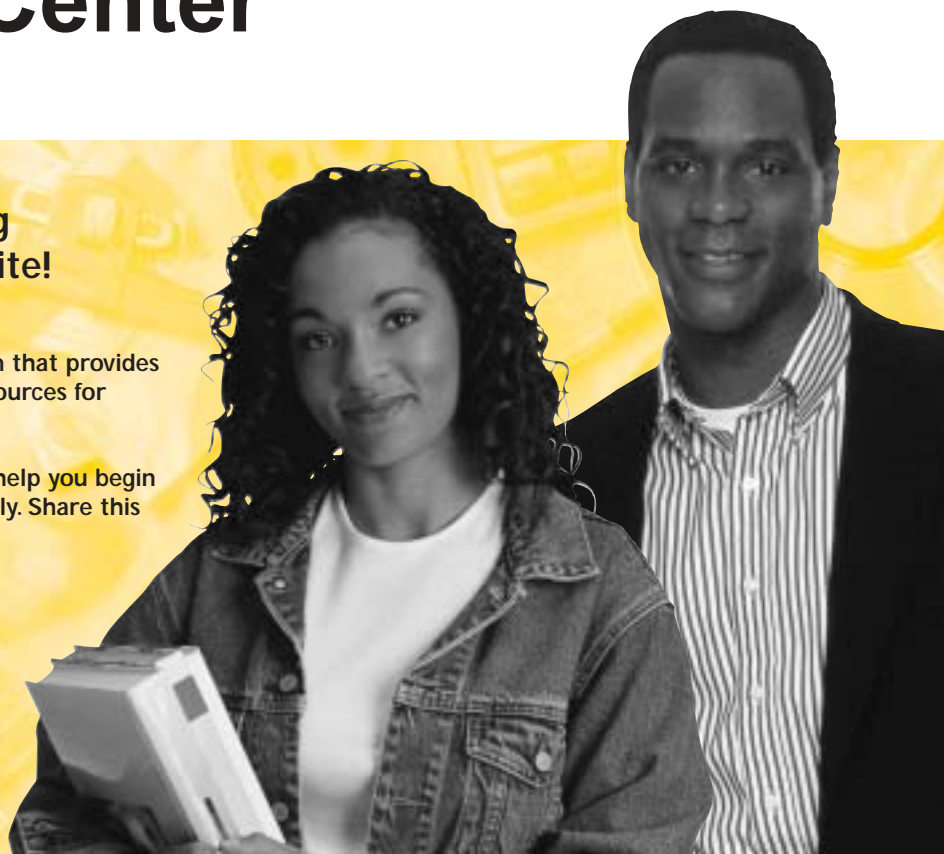
eGuidanceCenter

Quick Reference Guide

Congratulations on selecting eGuidanceCenter for your site!

The eGuidance Center is an online program that provides essential education and career planning resources for students, parents and counselors.

This Quick Reference Guide is designed to help you begin using the eGuidanceCenter quickly and easily. Share this guide with the rest of your faculty.



Your unlimited-access subscription to eGuidanceCenter enables you to:

Explore, Plan, Apply all in One Place

eGuidanceCenter delivers the most advanced integrated career development resources for students, parents and counselors, all in one place. Get immediate access to CX Online, eChoices and Peterson's practice test program tools.

Excite Students about their Future

CX Online inspires students with magazine-style articles that add real-life context to career exploration and planning.

Involve Parents with the Planning Process

eChoices career information delivery system is available any time, anywhere, allowing parents to get involved with their child's career exploration and planning. Assessments help students initialize the planning process. College and financial aid databases help them to get the ball rolling.

IMPORTANT - PLEASE READ!

Please see your e-mailed **Welcome letter**, which includes you:

- Site ID and password
- Practice test license key

Your subscription also includes:

- Teleconference training
- Unlimited support
- Online resource materials

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Steps to Get Started

1

Sign Up for Free Basics and Beyond Teleconference Training

Go to www.bridges.com

Choose **Support > Training Options > Teleconference Training**

Sign up for an eGuidanceCenter session of your choice.

2

Review and Print Your Resource Materials

Go to www.bridges.com

Choose **Teaching Tools > Resource Materials for 2004 > eGuidanceCenter**

Check out CX Online and eChoices resource materials too!

3

Log On to the eGuidanceCenter (as a counselor)

Go to www.eguidance.com

Click **Guidance Counselors Login here**

Enter the following information:

Site ID: _____

Password: _____

Click **go** to explore

Your Practice Test is: _____

Practice test access is automatic when you log in with the Site ID and counselor password.

Find out which practice test you have by referring to your Welcome Letter.

Refer to your **Welcome Letter** or call **1-800-281-1168** to obtain the **Site ID** and **Password** for your site.

Please Note:

Students require **ONLY** the **Site ID** to create an account. The **Password** is for **Educators ONLY!**

4

Begin using the eGuidanceCenter!

student center « parents « educators « counselors «

« **Explore**
career options

« **Plan**
your career path

« **Choose**
the right college

« **Prepare**
for college/military

« **Pay**
for college

Guidance
Check out the eGuide for advice and activities to help you get started with your career and education planning.

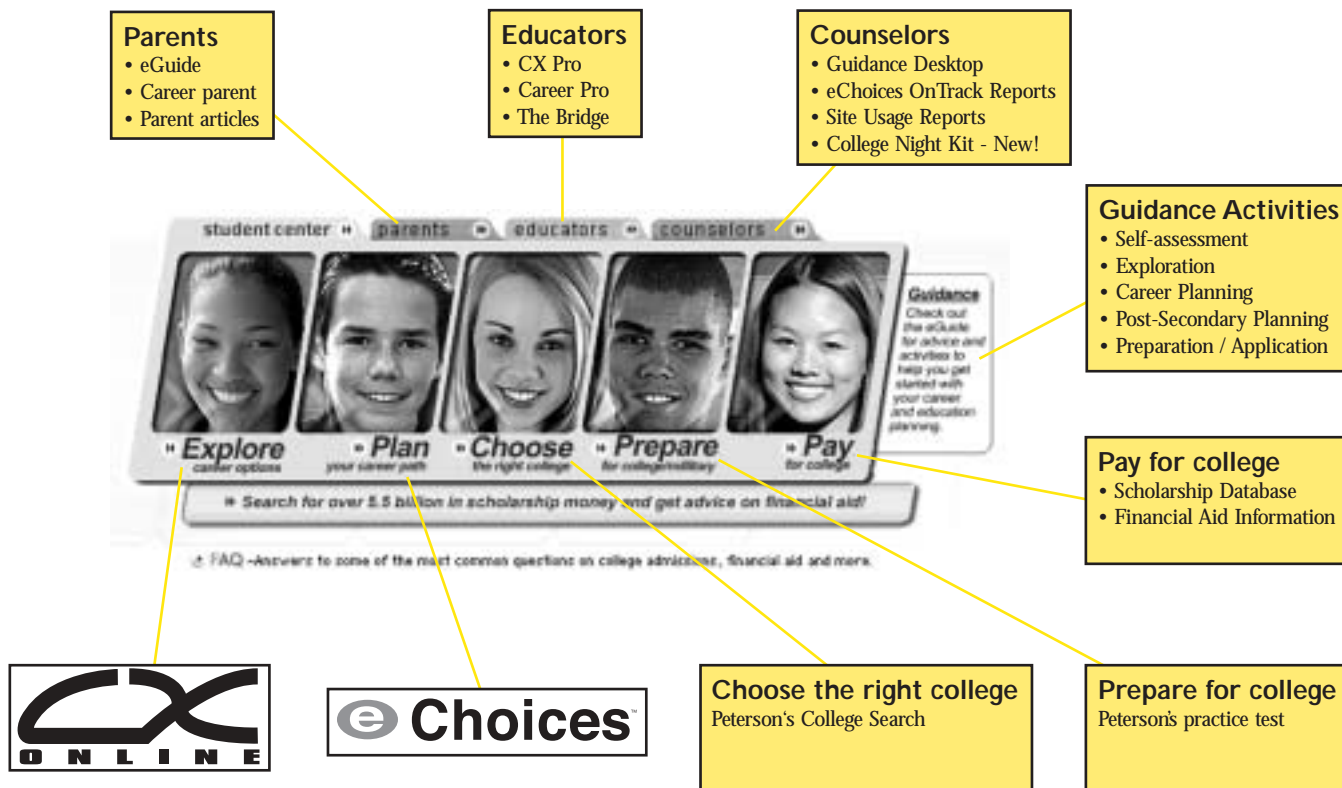
« Search for over 5.5 billion in scholarship money and get advice on financial aid!

FAQ - Answers to some of the most common questions on college admissions, financial aid and more.

Put the eGuidanceCenter to Use

What's in the eGuidanceCenter?

The eGuidanceCenter has sections for students, plus specific areas for parents and counselors. Here are just a few powerful features you will find (viewable only by logging in as a Counselor):



Guidance Desktop

Manage your students' college and career planning activities. Stay in touch with your students with this unique all-in-one tool and keep your accountability on track.

- **Desktop** enables you to send e-mail to any or all students, or delete their eGuidanceCenter folders.
- **Reports** keep track of the information you have reviewed with each student – what schools have they been exploring, where have they been accepted, even what modules of the Guidance Handbook have been reviewed.
- **Handbook** gives you the acclaimed **Peterson's Guidance Handbook** in PDF format.
- **Links** connect you to some useful career and education sites on the Web.

Site Usage and OnTrack Reports

Track how much your students are using the eGuidanceCenter, plus build accountability reports with eChoices OnTrack.

Introducing the eGuide

The activities in the eGuide cover a wide variety of themes, from introducing students to career awareness, all the way through career-life planning.

You'll find easy-to-understand instructions, educational worksheets and examples of completed worksheets.

The eGuide contains projects to try in each year of high school, from 8th through 12th grade.

You'll find links to the eGuide throughout the eGuidanceCenter.

Save 20% off Peterson's Books when you order from the eGuidanceCenter Store

Training and Support at Your Fingertips

Technical Support On the Net

Check here first for quick answers to common questions. You will find technical support by product, minimum browser requirements and important application tips.

Where to find it: Go to Bridges.com > Support > Technical Support

Live Support

Can't find what you need on our Web site? Call or e-mail our Customer Support department. Monday to Friday 8 a.m. to 7:30 p.m. (Eastern time)

How to reach us: Call: 1-800-281-1168 or E-mail: tech-support@bridges.com

E-mail Updates

Bridges is excited to offer our customers regular e-mail updates about product and company news. If you are not already receiving the customer newsletter,

send us an e-mail to join: salesadmin@bridges.com

Training Options

Basics and Beyond

Get to know your product inside and out with our free telephone training.

How to sign up: Go to Bridges.com > Support > Training Options

Professional Development

Bridges provides on-site, in-depth training options covering everything from product orientation to standards and curriculum integration.

Find out more: Go to Bridges.com > Support > Training Options

Join The Bridges Community!

Our Community provides an invaluable source of information for career and education professionals. This **free** service gives you:

- Critical product update notices – sent right to your mailbox
- Insight into the latest career-related news and trends
- Access to current conference and resource information
- The ability to participate in forum discussions and share critical input, solutions, best practices and ideas with your peers

Don't miss out – join us today:

<http://community.bridges.com>

See you at The Bridge!

bridges.com[™]

Achieve Education and Career Success

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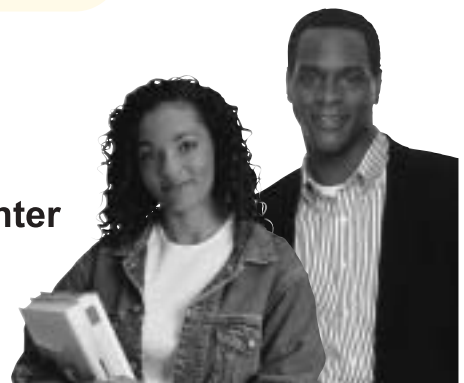
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