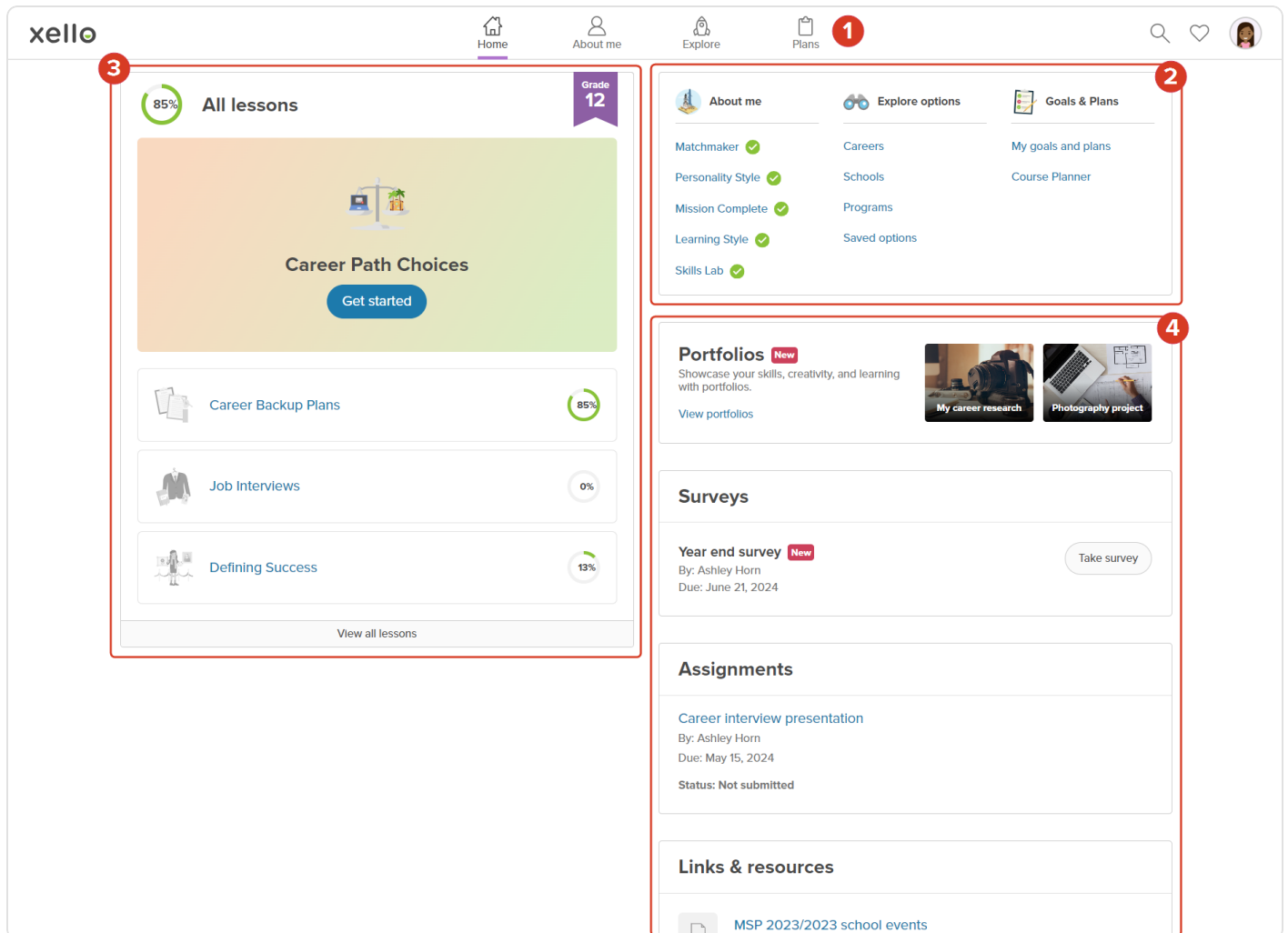


Dashboard and orientation

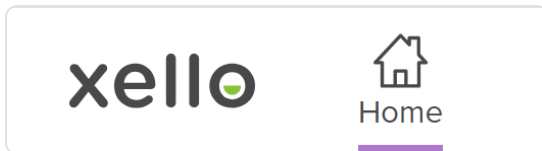
Use this guide to learn about the dashboard and orient yourself with Xello features.



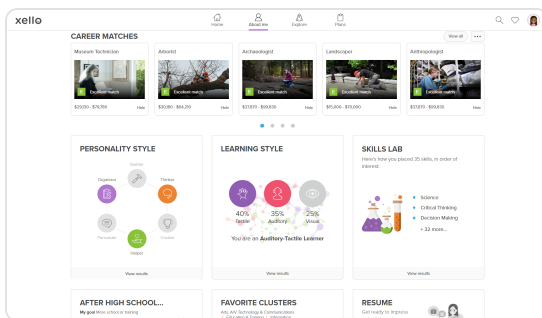
When you first log in, you'll see the **Dashboard**. This is like your homebase, where you can find your way around Xello and see how everything is organized. If you ever want to go back to this page, just click on **Home** in the top menu or click on the Xello logo in the top left corner.

1

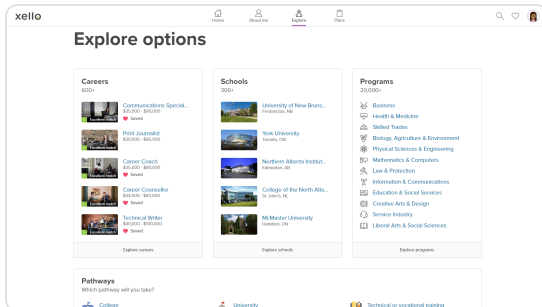
At the top of the screen there are a number of links and icons to help you get around to different features in Xello.



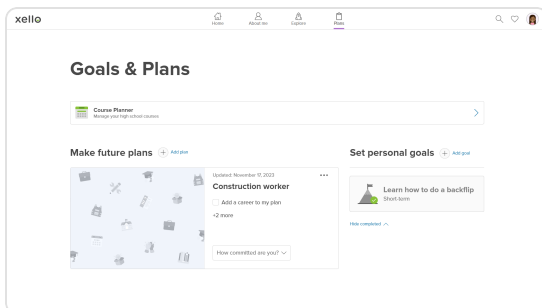
The **Xello logo** and **Home** icon will always bring you back to this dashboard.



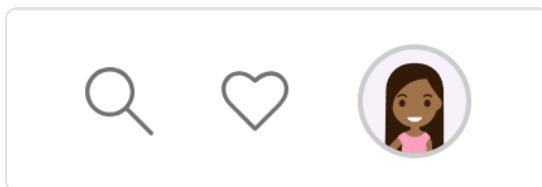
About me will take you to where your assessments, top career matches, **Resume builder**, and other self-knowledge activities are located.



Click **Explore** to check out career profiles, colleges and universities, and programs. You'll also be able to explore pathways for on this page.



Plans will take you to **Course Planner**, **Goals**, and **Plans**. Use these activities to help you set actionable plans.

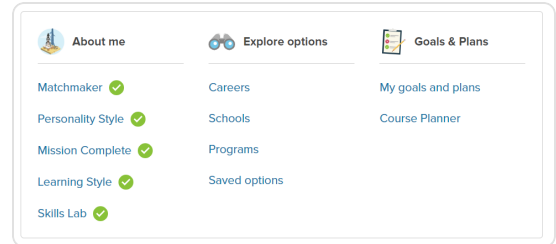


You can search through all of Xello's careers, , and programs. Or click the heart to view the options you've saved. And finally, your avatar will open menu to view your profile.

2

Quick links

Save yourself a couple of clicks and use these **Quick links** to get you straight to a number of Xello features.

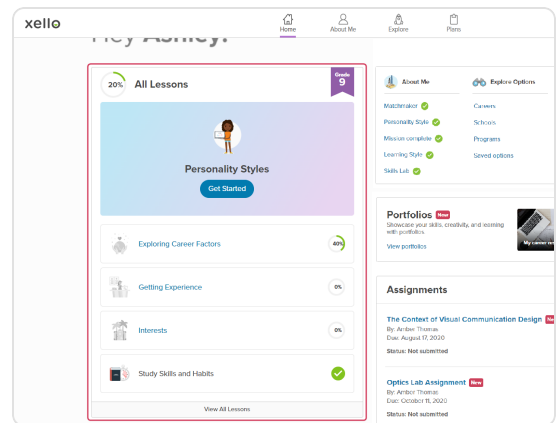


3

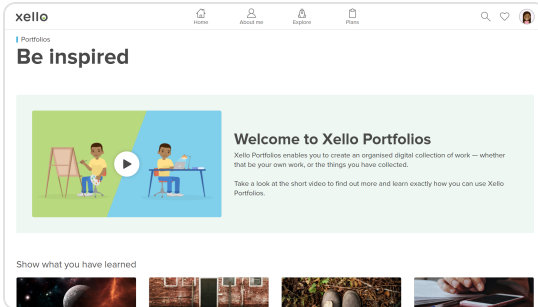
Lessons

Front and center is the **Lessons** section. Here, you can find activities that will help you learn and improve important skills for the future. There are lots of different topics to choose from, like decision-making, work values, money skills, starting your own business, and job interviews.

Some lessons have requirements that you need to finish before you can start them. By doing these activities, you can explore other parts of Xello and make the lessons fit your own interests.

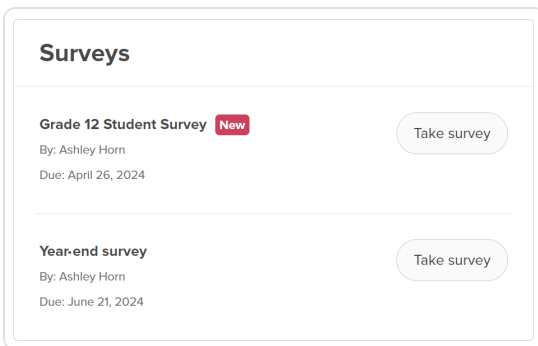


4



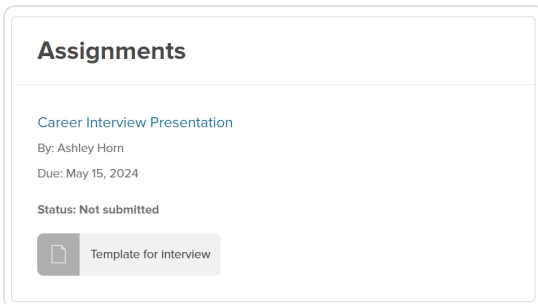
Portfolios

You can use Xello **Portfolios** to create and share displays of your work. You can use it to show your own work or things you've collected. Once you've made your portfolio, you can share it as proof of your work for a job, scholarship, or digital submission for exams.



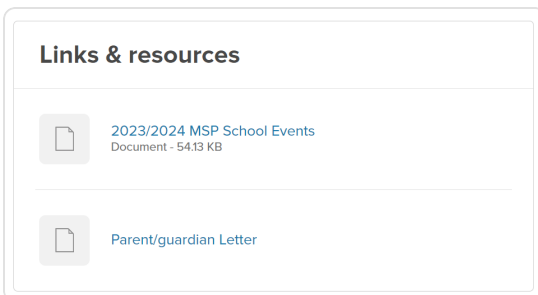
Surveys

If your school or teacher has assigned surveys for you to complete, click **View surveys** to check out and answer them.



Assignments

When your teacher has given you an assignment in Xello, you can access it from here. All your assignments with their due dates will be listed. Open an assignment to read the instructions and submit your work.



Dashboard resources

The resources listed here are helpful links, images, videos, or other resources that were added by your school or teacher.