

Coin Career Community™

PARENT LETTER

Your child's school has recently purchased one of our Internet products, the Coin Career Community. We want to take this opportunity to explain the purposes of this product and to provide you with suggestions for how you can be involved in its use along with your child and his/her school.

The Coin Career Community is an online career guidance and curriculum program that is available to administrators, teachers, counselors, students, and parents twenty-four hours a day, seven days a week. The two major purposes of the program are as follows:

- To provide teachers, parents, and students with obvious connections between skills being learned in the classroom with real-world applications of those skills
- To build a community of support personnel in the form of teachers, counselors, administrators, and parents that will work together to provide students with reliable resources and planning assistance that will insure their success in the workplace.

Within the program, there are four separate centers available to students and parents: the Exploration Center, the Planning Center, the Resource Center, and the Communication Center. Each center serves a unique purpose, featuring the following functions:

Exploration Center:

- A database search of over 2,000 civilian and military careers for occupational information (educational requirements, skills, salary, job responsibilities, etc.)
- A database search of over 3,500 two and four-year colleges, technical schools, and private trade schools for information (tuition, majors, requirements, etc.)
- A self-assessment survey of skills and interests that connects users directly with occupations that might benefit or intrigue them the most
- A real-time library of over 230 occupation videos (English and Spanish)
- Information and Internet links on scholarships and other financial aid opportunities, college majors, and high school subjects

Planning Center:

- Two checklists with step-by-step guidelines for preparing to attend college or enter the workforce; students keep track of their progress online
- A course planner giving students the ability to keep track of classes they have taken or plan to take, including grades and graduation requirements
- An electronic journal where students can record highlights and experiences that will help them prepare a college or scholarship application and/or a resume
- Three separate goal-building modules (career, education, and personal goals) providing students with the ability to set a goal and devise an action plan
- A portfolio with direct links to occupations, colleges, and web resources that students have saved from the program
- The ability to enter personal information into a form that generates a resume

Resource Center:

- A search engine of Internet links and article rated for age-appropriateness, usability, and content
- Links to state-specific data
- Information on out-of-the ordinary or up-and-coming jobs not already covered
- An activity center with sample proficiency test and SAT/ACT questions, online polls, history and vocabulary quizzes, and job interview sample questions

Communication Center:

- A self-contained messaging system between administrators, teachers/counselors, students, and parents that does not permit students to message one another

For every student account that your school purchased, our company has provided the ability for parents to use the system. Our hope is that you will regularly log on to view what your child has been doing and what needs and interests he/she has discovered. We hope that you will work with your child and the staff at his/her school to provide the parental support needed to make our community the most effective resource for career guidance and exploration.

To access the Coin Career Community, please follow these instructions closely.

1. Make sure that you are using Internet Explorer 5.0+ or Netscape Communicator 6.0+ as your web browser.
2. Open your browser and link to community.coin3.com
3. Enter your child's username + p, enter your child's password + p and the site ID.
4. Click the check box to indicate that you are a parent user.
5. Click SUBMIT LOGIN.
6. In the event that you lose or forget your username/password, please contact your child's counselor/teacher or Site Coordinator.

We look forward to working with you, your child, and the school to form a true career community that promotes the interests and general success of all involved.

