

## Complete Naviance Task: Add 3 or more colleges to a list



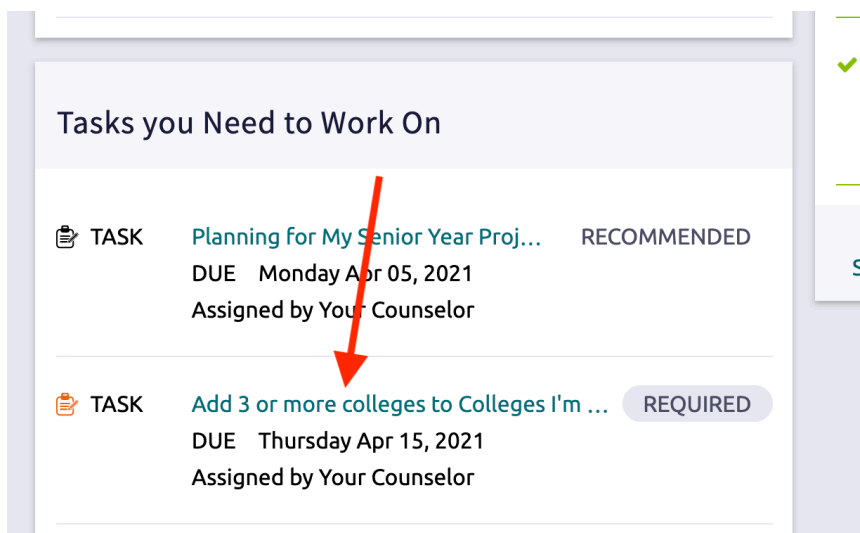
1. [www.clever.com](http://www.clever.com)
2. Sign in as a student with your 6-digit student number and your date of birth – no slashes. Example: 08231970
3. Find and select Naviance under College Readiness



4. Your sign in will be automatic.
5. Hover over Planner from the top menu and select Tasks from the dropdown menu.



6. Select Add 3 or more Colleges to Colleges I'm Thinking About list.  
\*\*You will see options for career schools as well.




7. Click on [add at least 3 college\(s\) to your list](#).

## I'm Thinking About list



To complete this task, you need to [add at least 3 college\(s\) to your list](#).

 Drop files or click to [Browse...](#)

8. Select the [+](#)

[+](#) Add Colleges to List

 UPDATE INTEREST

 MOVE

9. Complete a search or use the quick list available.

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- Keyword
- Country
- State
- College Group
- College Name (A-Z)
- ✓ Quicklist

**Use any of this criteria to complete your own search**

**Once you check the box of the college, be sure to Favorite**

College search results You searched by Quicklist

1 selected ✦ = extended profile available 🏠 = colleges applied to Actions: [♥ Favorite](#)

Select	College	Location
<input checked="" type="checkbox"/>	♥ Jackson State University	Jackson, MS
<input type="checkbox"/>	♥ University of Memphis	Memphis, TN

Click this to add the Favorites after the box has been checked.

10. You know you have completed this task when you see this message.

✓ **Confirmation**  
3 colleges successfully added

Colleges I'm thinking about