Creating MY Folder
at: www.vacareerview.org

Who can create My Folder? Anyone age 13 or older may create a folder in compliance with the Children’s Online Privacy Protection Act. Parents, teachers, counselors, and other individuals may create a folder. Go to the www.vacareerview.org and click on our privacy policy at the bottom of the page for more information.

Why create “My Folder”? “My Folder” is a place for you to store all of your favorite links and resources found on the Virginia Career VIEW web site. It is conveniently located at the top of every page. As you go through the site, you may add items to your folder. Once they are added, they will always be accessible directly from your “My Folder” page. To learn more about “My Folder” click on “My Folder” then help.

What do I need to do?
1. Click My Folder
2. Login using your email and password
3. Click “Add to my folder”
4. Click beside each item you would like removed from your folder.

Login Info - Professionals

I registered for a workshop
Login using the email and password used in the registration process.
If you forgot your password:
1. Enter your email
2. Leave the password blank
3. Click Continue
4. Click “Click Here” on the message to have your password emailed to you.

If you do not know what email you entered:
Call Virginia Career VIEW at 1-800-542-5870 or email us at info@vaview.org

Create an Account
1. Type your email address
2. Leave the password blank
3. Click Continue

You will be prompted to enter information that is used only by Virginia Career VIEW.

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Secure - Organized - Easy

- Ways to USE My Folder

Professionals:
- File the areas you want to look at later as you browse the site.
- Keep track of activities you completed with students for your records.
- Print the contents of “My Folder” and distribute to parents & teachers to show areas you recommend using with students.
- Use “My Folder as a checklist” to track the activities completed throughout the year.

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