## Accessing Naviance from Launchpad

Students always access Naviance using the Naviance Student app on Launchpad

For staff members, Naviance can be accessed using the Naviance.com website or the Naviance app on Launchpad.

## Adding the Naviance App to Launchpad

- 1. Log in to Launchpad launch.ocps.net
- 2. From your dashboard, click on the + (*App Library*) button in the top-left corner.



3. Type "Naviance" into the search box and hit Enter.

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Categories 🗸 🛛 Fea	atured One-Click Single Sign-On Naviance			
Orange County Public Sch	ools Library + Add Your Own App			
Search Naviance				
Naviance Add	Naviance Studen			

- 4. Click the green *Add* button for *Naviance* (not *Naviance Student*), then close the App Library. The Naviance icon should now appear on your dashboard.
- 5. On your dashboard, click on the *Naviance* icon. During your first login, you will be prompted for your account information. Be sure to enter this information accurately, then click *Save*.

Would you like to save your login?					
	Naviance You can save your login for this application to auto-login on your next visit.				
	Account	Account	)		
	Username	Username	]		
	Password	Password	]		
			Skip Save		

6. You should now be logged in to the Naviance website.

## Updating your Naviance Password

If you change your Naviance password, or you typed it in incorrectly to Launchpad, you will need to update the password stored with Launchpad.

- 1. Log in to Launchpad launch.ocps.net
- 2. Right-click on the Naviance icon and click Update Password.



3. Once you've updated your information, click *Submit*. You should now be able to log in to Naviance.