



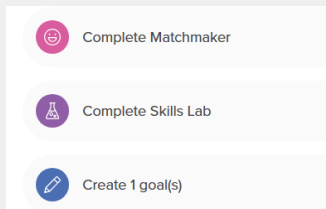
High School and Beyond Plan (HSBP) 2025-26

Annual Requirement for 8th-12th Graders



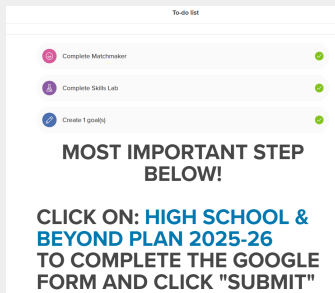
If you are in...	8th grade or 9-12th grade	And have not completed any interest surveys or career research OR want more career or self-assessment information
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1. Click on the Google Apps waffle menu in the upper right hand corner of your school Google account through Chrome. 
2. Scroll to the bottom of the apps and click on the Xello icon. 
3. Click continue
4. Complete the tasks as they pop up or click next until you get to the dashboard.
5. Under the **To-do list** in the upper right corner of your dashboard, click on High School and Beyond Plan 20XX-20XX (Required) & get started
6. Complete the Matchmaker, Skills Lab, Goals sections. **NOTE: Skills Lab not available to 8th graders**



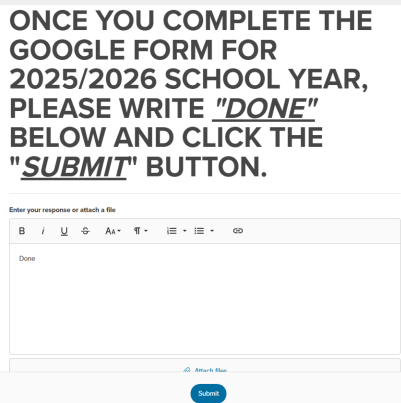
a.

7. Once the above are completed, scroll down and click on: **HIGH SCHOOL & BEYOND PLAN 20XX-XX.**





a.

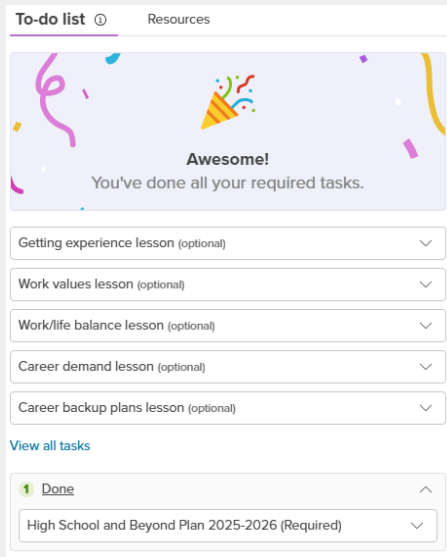
8. After you click submit on the Google form, go back to Xello and scroll to the bottom, type done in the box and click submit



a.

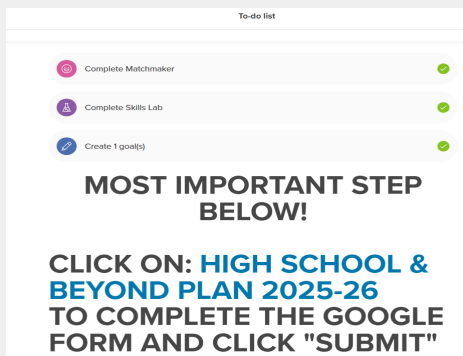
If you are 9-12th grade and completed your HSBP last year in...

1. Click on the Google Apps waffle menu in the upper right hand corner of your school Google account through Chrome. 
2. Scroll to the bottom of the apps and click on the Xello icon. 
3. Under the **To-do list** in the upper right corner of your dashboard, click on High School and Beyond Plan 20XX-20XX (Required) which is located at the bottom under Done.



a.

4. Scroll down and click on: **HIGH SCHOOL & BEYOND PLAN 20XX-XX.**



a.

5. Click on Edit your response and update the answers.
6. Click Submit
7. Go back to the Xello tab and scroll to the bottom of the page.
8. Click Unsubmit
9. Type Done
10. Click Submit

Not sure if you completed your HSBP? Check with Cammie or one of the counselors