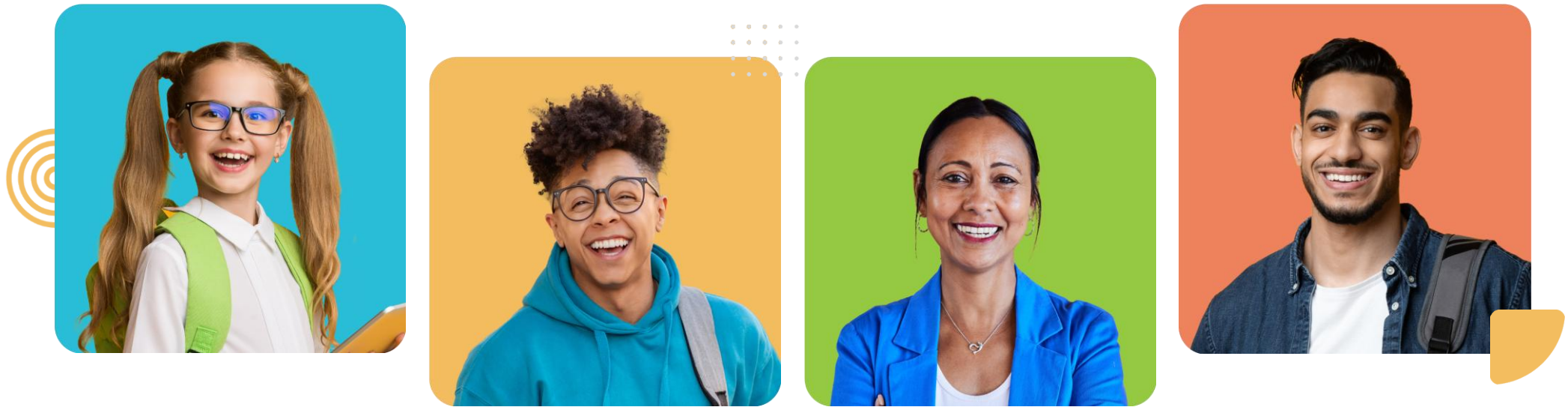




Using OKcollegestart to Support Career Pathways

March 2026

Meet the Presenters



**Kimberly
Borden**

XAP Client
Success Leader



**Aysha
Petricek**

OKcollegestart
Specialist



**Theresa
Shaklee**

OKcollegestart
Coordinator

Agenda

- Graduation Requirement Changes
- Career Pathways on OKcollegestart
- Report Updates
- End-of-the-Year ICAP Tasks
- Summer Academies & Professional Development
- OKcollegestart Resources





Graduation Requirement Changes



Graduation Requirement Resources

- [OSDE Academic Advisement](#)
 - Graduation FAQs
 - Graduation Toolkit
 - Class of 2030 Checklist

High School Graduation Resources

Class of 2030 and Beyond

- [Graduation FAQs](#)
- [Complete Graduation Toolkit](#)
- [Class of 2030 Checklist](#)

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A black graduation cap with a yellow tassel.

As of 2/19/2026

Components of Plan of Study



Subject Areas

School Course List



**Graduation
Requirements**

Programs of Study

Subject Areas

- “Career Pathway Units” will be added to the list of subject areas for all schools over the summer.
- If your school wants to customize subject areas further, email OKcollegestart@ocap.org.
- All grades will see all subject areas but will see zero required units if they don't apply.

Statewide Subject Areas

9th Grade

10th Grade

11th Grade

12th Grade

English

Mathematics

Laboratory Science

World Language or Computer
Technology

History and Citizenship

Additional Unit

Fine Arts or Speech

Electives

Career Pathway Units

Student View

Graduation Requirements

- Existing **College Prep/Work Ready** set will not be changed. It's visible to the classes of 2026-2029.
- Existing **Core Curriculum** set will not be changed. It's visible to the classes of 2026-2029.

Graduation Requirements 2026-2029

Choose Graduation Requirements

College Preparatory/Work Ready Curriculum Graduation Requirements

Starting with the class of 2026
Ending with the class of 2029 [More Info](#)

✓ Select

Students entering 9th grade are required to enroll in the College Preparatory/Work Ready Curriculum.

This curriculum is aligned to the requirements for college admission at Oklahoma's colleges and universities and to Oklahoma's Promise, a program that provides a college tuition scholarship for students who meet specific eligibility requirements.

Students must meet additional requirements related to statewide student assessments, Personal Financial Literacy, and CPR/AED training. Students are required to complete an Individual Career Academic Plan (ICAP) during grades 9-12. Students must also complete the Free Application for Federal Student Aid (FAFSA) during their senior year. Students are required to pass the U.S. naturalization test in order to graduate from a public high school with a standard diploma.

For more details, visit <https://oklahoma.gov/education/services/student-development/graduation-resources/academic-advisement-resources.html>.

Core Curriculum Graduation Requirements

Starting with the class of 2026
Ending with the class of 2029 [More Info](#)

✓ Select

Students may only enroll in the Core Curriculum if a parent/legal guardian gives approval in writing for the student to opt out of the College Preparatory/Work Ready Curriculum.

Not all courses in this curriculum are aligned to requirements for college admission, but students may be admitted to college or may be eligible for the Oklahoma's Promise scholarship if they complete the required coursework for college admission.

Students must meet additional requirements related to statewide assessments, Personal Financial Literacy, and CPR/AED training. Students are required to complete an Individual Career Academic Plan (ICAP) during grades 9-12. Students must also complete the Free Application for Federal Student Aid (FAFSA) during their senior year. Students must pass the U.S. naturalization test in order to graduate from a public high school with a standard diploma.

For more details, visit <https://oklahoma.gov/education/services/student-development/graduation-resources/academic-advisement-resources.html>.

Student View

Graduation Requirements

- Over the summer, a new **Oklahoma Graduation Requirements** set will be added. It will be visible to the classes of 2030 and beyond.
- You can **then make changes** if your school's requirements are higher than the state minimum requirements.

Graduation Requirements 2030+

Choose Graduation Requirements

These are the graduation requirements that will be compared to your plan of study to track your progress to graduation. Your counselor will also use it to track your progress.

Click Continue to edit your plan of study.

Oklahoma Graduation Requirements (Statewide)

Starting with the class of 2030 [More Info](#)

Continue

Beginning with the class of 2030, Oklahoma has a single set of graduation requirements.

Students must meet additional requirements related to statewide student assessments, Personal Financial Literacy (completed during grades 10–12), and CPR/AED training. Students are required to complete an Individual Career Academic Plan (ICAP) during grades 9–12. Students must also complete the Free Application for Federal Student Aid (FAFSA) during their senior year. Students are required to pass the U.S. naturalization test in order to graduate from a public high school with a standard diploma.

Students should review the [admission requirements for Oklahoma colleges and universities](#).

Students enrolled in the Oklahoma's Promise scholarship program should review [course requirements](#) as well.

Students can view the state's high school graduation checklist on the [Oklahoma State Department of Education's Academic Advisement Resources page](#).

Student View

Editing Graduation Requirements

 Professional Center

Welcome, Theresa Shaklee
Braman Public School

Students & Groups Reports Resources Communication Colleges & Applications **Administration**

 Administration School Account



School Course Planning

Use the links below to **view**, **create**, or **update** your school's course plans.

View indicates your course plans are managed at the district level. To customize for your school, contact your district administrator or XAP Customer Support at support@xap.com or 1-800-468-6927.

Create indicates your course plans *can* be managed by your individual school.

If you click any of the Create links, a school managed course list, grad requirements and programs of study will be created for your school and your school will NOT receive any future course planning updates from the state or district.

Update indicates your course plans *are* managed by your individual school. A school managed course list, grad requirements and programs of study have been created for your school. Thus, your school will NOT receive any future course planning updates from the state or district.

1. [Update School Course List](#)
(Last updated on April 24, 2025 by Theresa Shaklee)
2. [Update School Grad Requirements](#)
(Last updated on March 20, 2025 by Theresa Shaklee)
3. [Update School Programs of Study](#) ⓘ
(Last updated on August 08, 2025 by Theresa Shaklee)

Grad Requirements – Available Sets

These are the sets of grad requirements that are available for students to use in Your Plan of Study to compare with their course plans.

You can edit the requirements for a set, add a new set of requirements, delete an old set, or disable a set so that it won't be available to students. (The system-defined sets can be disabled but not deleted.)

Grad Requirements Sets	Status	Actions
College Preparatory/Work Ready Curriculum Graduation Requirements Starting with the class of 2026	Enabled Unedited Predefined set	Edit Disable
Core Curriculum Graduation Requirements Starting with the class of 2026	Enabled Unedited Predefined set	Edit Disable

[+ Add a New Set](#)

Editing Graduation Requirements

Grad Requirements – Edit Set

This set of grad requirements can be available for students to use in Your Plan of Study to compare with their course plans. You can edit the name of the requirement set, change the students to which it applies, edit the credits required for each subject area and add or change the explanatory notes.

[Restore Original Requirements](#) (before any editing)

Set Details

Requirements set name: College Preparatory/Work Ready Curriculum Graduation Requirements

Description:
Shown to students to help them choose a set to compare to their plan of study.

Students entering 9th grade are required to enroll in the College Preparatory/Work Ready Curriculum. This curriculum is aligned to the requirements for college admission at Oklahoma's colleges and universities and to Oklahoma's Promise, a program that provides a college tuition scholarship for students who meet specific eligibility requirements. Students must meet additional requirements related to statewide student assessments, Personal Financial Literacy, and CPR/AED

Applies to:
☐ All students
☒ Specific graduating classes:

Classes starting with:

graduating class of 2026

through classes ending with:

no ending class

Credit Requirements

Enter credit requirements and notes for subject areas and the total credit required. If a subject area requirement can be satisfied by credits from other subject areas, then leave the requirement for the subject area as zero. The requirement will be accounted for by the total credits required in the student plan of study checkup.

Subject Area	Credits Required	Grad Requirement Notes These notes will appear with the grad requirements when students are viewing course plans
English	4	Must include 4 units from: -English I -English II -English III -English IV -Other Approved Course
Mathematics	3	3 units required in grades 9-12 -Algebra I -Geometry -Algebra II -Algebra III

Editing Graduation Requirements

Choose Graduation Requirements

College Preparatory/Work Ready Curriculum Graduation Requirements

Starting with the class of 2023 [More info](#)

✓ Select

Students entering the 9th grade are required to enroll in the College Preparatory/Work Ready Curriculum.

This curriculum is aligned to the requirements for college admission at Oklahoma's colleges and universities and to Oklahoma's Promise, a program that provides a college tuition scholarship for students who meet specific eligibility requirements.

Students must meet additional requirements related to statewide student assessments, Personal Financial Literacy Passports, and CPR/AED training. Each student is required to complete an Individual Career Academic Plan (ICAP) during grades 9-12.

Beginning with students entering the ninth grade in the 2021-2022 school year (class of 2025), each student is required to pass the United States naturalization test in order to graduate from a public high school with a standard diploma.

For more details, visit <http://sde.ok.gov/sde/achieving-classroom-excellence-resources#hsgr>.

Core Curriculum Graduation Requirements

Starting with the class of 2023 [More info](#)

✓ Select

Students may only enroll in the Core Curriculum if a parent or legal guardian gives approval in writing for the student to opt out of the College Preparatory/Work Ready Curriculum.

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For more details, visit <http://sde.ok.gov/sde/achieving-classroom-excellence-resources#hsgr>.

Laboratory Science

Physical Science
1 credit(s)

A

✓ Completed

[Edit](#)

Biology I
1 credit(s)

Enrolled

[Edit](#)

[Edit](#)

[Edit](#)

Completed: 1 cr
Enrolled: 1 cr
Planned: 0 cr

Your Total: 2 cr
Required: 3 cr

[More info](#)

Total

Completed: 3.5 cr
Enrolled: 0 cr
Planned: 0 cr

Completed: 0 cr
Enrolled: 3.5 cr
Planned: 0 cr

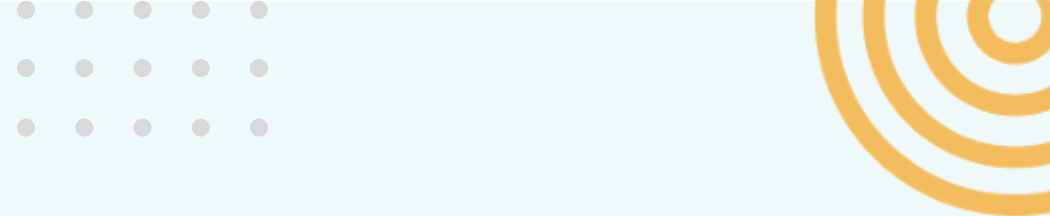
Completed: 0 cr
Enrolled: 1 cr
Planned: 3 cr

Completed: 0 cr
Enrolled: 0 cr
Planned: 1 cr

Completed: 3.5 cr
Enrolled: 4.5 cr
Planned: 4 cr

Your Total: 12 cr
Required: 23 cr

Student View

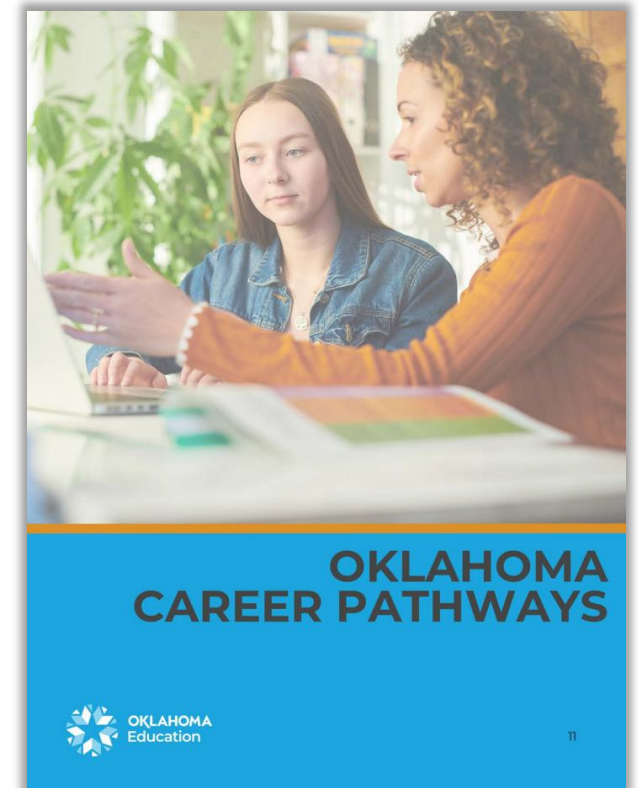


Career Pathways on OKcollegestart



Graduation Requirement Resources

- [OSDE Academic Advisement](#)
 - Graduation FAQs
 - **Graduation Toolkit**
 - Class of 2030 Checklist

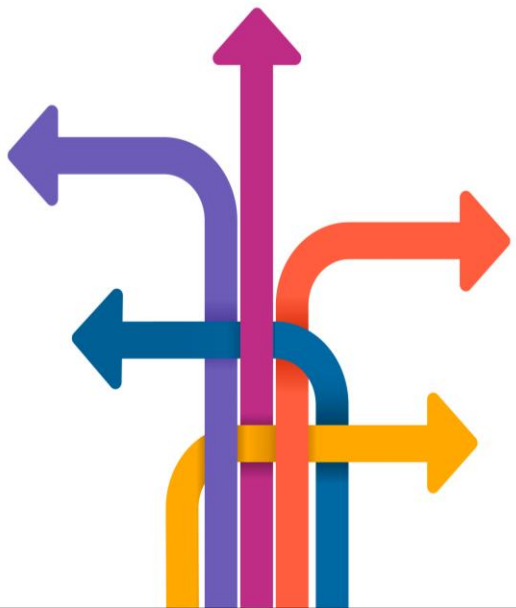


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CREATING & EXPERIENCING

Career Pathways

If your school is implementing **Career Pathways**, setting them up in OKcollegestart as Programs of Study will allow students to **pre-fill their Plan of Study** with your recommended courses.



You can connect them to the career clusters or create your own pathway names.

Components of Plan of Study

Subject Areas

School Course List

**Graduation
Requirements**

Programs of Study

School Course List

Laboratory Science

Physical Science

1 credit(s)

A

✓ Completed

Edit

Biology I

1 credit(s)

Enrolled

Edit

Edit

Edit

Completed: 1 cr
Enrolled: 1 cr
Planned: 0 cr

Your Total: 2 cr
Required: 3 cr

More Info

+ Add Course

Course

Select a Course

Aeronautics

Anatomy

AP Biology

AP Chemistry

Status

Student View

School Course List

 **Professional Center**

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Braman Public School

Students & Groups | Reports | Resources | Communication | Colleges & Applications | **Administration**

 **Administration** School Account



School Course Planning

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(Last updated on August 08, 2025 by Theresa Shaklee)

School Course List – All Courses

All plans of study use the same course list. Update courses here to change them for your school.

All Courses | 6th Grade | 7th Grade | 8th Grade | 9th Grade | 10th Grade | 11th Grade | 12th Grade

 Delete Course(s) | **+ Add a Course** | Select All | Clear All

	Course Name	Subject Area	Credits	Available to Grades
☐ Edit	Academic Team	Electives	1	9, 10, 11, 12
☐ Edit	Accounting I	Electives	1	9, 10, 11, 12
☐ Edit	Accounting II	Electives	1	9, 10, 11, 12
☐ Edit	ACT, SAT, PSAT, or NMQT Preparation	Electives	1	9, 10, 11, 12
☐ Edit	Advanced Programming	World Language or Computer Technology	1	9, 10, 11, 12

School Course List

Until the current graduation requirements phase out, some of your classes will give students **credit in different subject areas.**

Class of 2027

Spanish I = World Language

Class of 2030

Spanish I = Career Pathway Unit

School Course List

- If you want courses to show up in the Career Pathway Units dropdown menu, they must be listed on your School Course List a second time.
- Students can still manually enter classes in either subject area if it's not in the dropdown menu.

 School Course List – All Courses

All plans of study use the same course list. Update courses here to change them for your school.

[All Courses](#) [6th Grade](#) [7th Grade](#) [8th Grade](#) [9th Grade](#) [10th Grade](#) [11th Grade](#) [12th Grade](#)

 Delete Course(s) [+ Add a Course](#) [Select All](#) | [Clear All](#)

	Course Name	Subject Area	Credits	Available to Grades
☐ Edit	Spanish I	Career Pathway Units	1	9, 10, 11, 12
☐ Edit	Spanish I	World Language or Computer Technology	1	9, 10, 11, 12
☐ Edit	Spanish II	Career Pathway Units	1	9, 10, 11, 12
☐ Edit	Spanish II	World Language or Computer Technology	1	9, 10, 11, 12

Programs of Study

Choose a Recommended Program of Study

Programs of Study

[HS Suggested Course Plan](#)

[Suggested Course Plan](#)

All career clusters

[Agriculture, Food and Natural Resources](#)

[Architecture and Construction](#)

[Arts, Audio-Video Technology and Communications](#)

9th Grade	10th Grade	11th Grade	12th Grade	Checkup
English				
English I 4045 1 credit(s) Planned Edit	English II 4048 1 credit(s) Planned Edit	English III 4051 1 credit(s) Planned Edit	English IV 4054 1 credit(s) Planned Edit	Completed: 0 cr Enrolled: 0 cr Planned: 4 cr Your Total: 4 cr Required: 4 cr More Info
Mathematics				
Algebra I 4411 1 credit(s) Planned Edit	Geometry 4520 1 credit(s) Planned Edit	Algebra II 4412 1 credit(s) Planned Edit	Algebra III 4413 1 credit(s) Recommended OR Pre-Calculus 4611 1 credit(s) Recommended Edit	Completed: 0 cr Enrolled: 0 cr Planned: 3 cr Your Total: 3 cr Required: 3 cr More Info

Student View

Programs of Study

 **Professional Center**

Welcome, Theresa Shaklee
Braman Public School

Students & Groups Reports Resources Communication Colleges & Applications **Administration**

 **Administration** School Account



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Recommended Courses

6th-8th Grade View	9th Grade	10th Grade	11th Grade	12th Grade
English + Add/Edit Courses	English I * 1 credit(s) * 4045 Remove	English II * 1 credit(s) * 4048 Remove	English III * 1 credit(s) * 4051 Remove	English IV * 1 credit(s) * 4054 Remove
Mathematics + Add/Edit Courses	Algebra I * 1 credit(s) * 4411 Remove	Geometry * 1 credit(s) * 4520 Remove	Algebra II * 1 credit(s) * 4412 Remove	Algebra III * 1 credit(s) * 4413 Remove OR Pre-Calculus * 1 credit(s) * 4611 Remove
Laboratory Science + Add/Edit Courses	Physical Science * 1 credit(s) * 5160 Remove	Biology I * 1 credit(s) * 5031 Remove	Earth Science * 1 credit(s) * 5061 Remove OR Anatomy * 1 credit(s) * 5333 Remove	

Programs of Study

Option 1

Create Programs of Study with four full years of recommended coursework for each career pathway.

Option 2

Create one Program of Study with the courses that are fairly consistent across all pathways. Students fill in the remaining Electives and Career Pathway Units themselves.

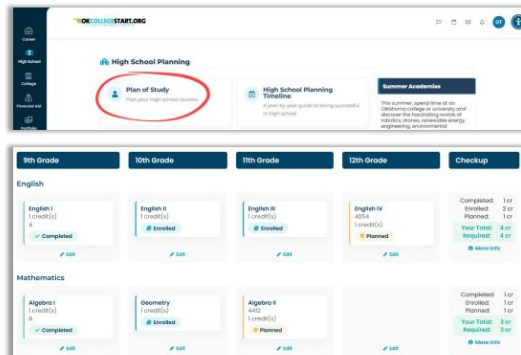
Resources & Guides

Customizing the Plan of Study

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STUDENT VIEW

Plan of Study allows students to plan the classes they'll take in grades 9 – 12, making sure they're on track to meet graduation requirements. The feature can be customized to match your school's course offerings and credit requirements.



The following updates will only be applied at one school site. If your district has more than one school site on OKcollegestart, please contact us at OKcollegestart@ocap.org or 866.443.7420 for directions to update all school sites in your district at one time.

A guide for customizing your **Plan of Study** is located on the **Resources** tab of your Professional Center under **ICAP Resources**.

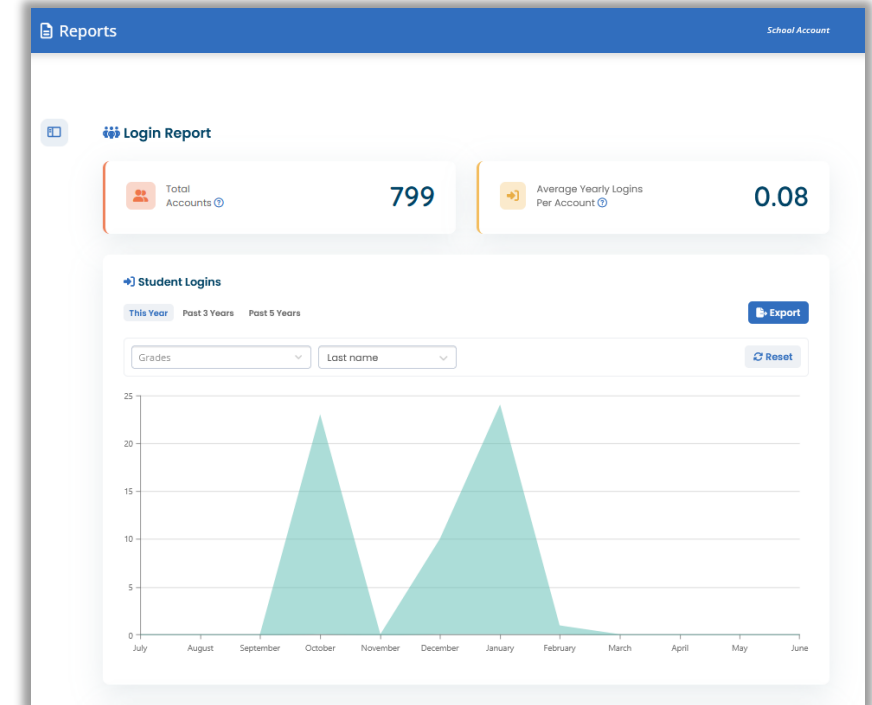


Report Updates



NEW Login Report

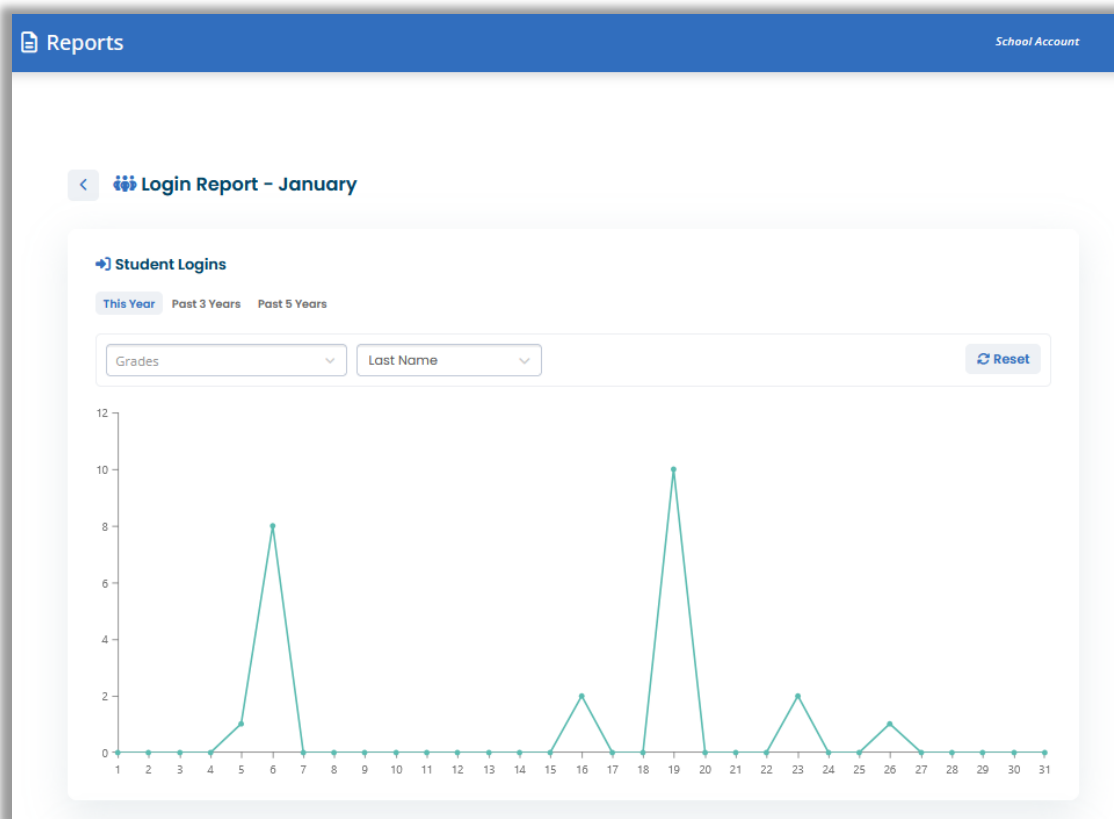
- Replaces Accounts Created and Active Accounts reports
- Allows the Professional to look at login data for the whole school, with the option to drill down by specific grade level data and export individual student login data
- Professionals can select one, three, or five years to compare login data



The login graph will display the current school year by default, with the option to view year-over-year login data

NEW Login Report

Drilldown by month



Drilldown by day

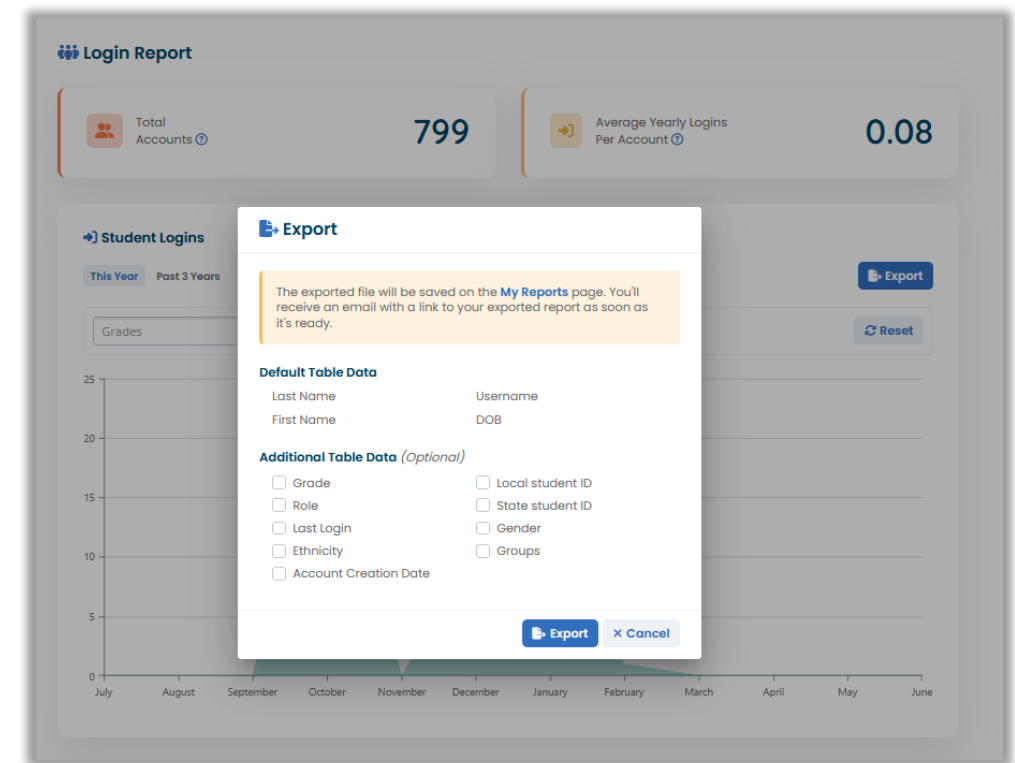
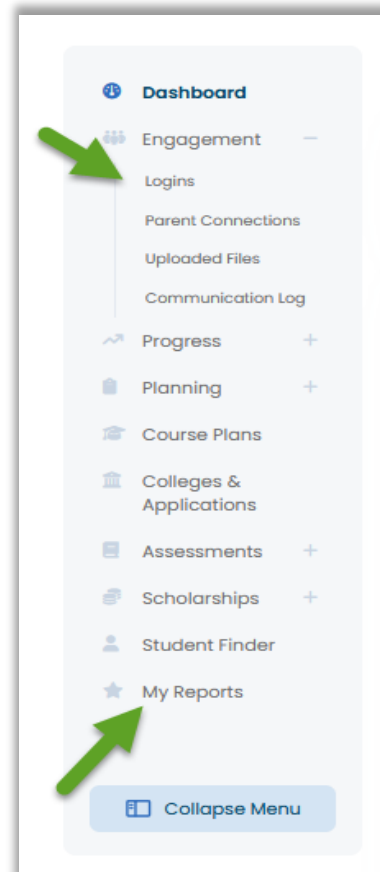
Daily Logins

Day	Total Logins	Student Accounts	Average Logins Per Account
January 1	0	0	0
January 2	0	0	0
January 3	0	0	0
January 4	0	0	0
January 5	1	1	1
January 6	8	1	8
January 7	0	0	0
January 8	0	0	0
January 9	0	0	0
January 10	0	0	0

Items per page: 10 1 - 10 of 31 |< < > >|

Student Login Export

The new report is more interactive, allowing the Professional to select additional columns/data to export.



Student Login Export



Includes

- Username
- First Name
- Last Name
- Date of Birth



Additional Options

- Grade
- Local or State Student ID
- Gender
- Ethnicity
- Last Login
- Groups
- Account Creation Date

The screenshot displays the 'Login Report' dashboard. At the top, it shows 'Total Accounts' as 799 and 'Average Yearly Logins Per Account' as 0.08. Below this, there's a 'Student Logins' section with tabs for 'This Year' and 'Past 3 Years'. A line graph is visible in the background. An 'Export' modal is open in the foreground, providing instructions and options for data export.

Login Report

Total Accounts **799** | Average Yearly Logins Per Account **0.08**

Student Logins

This Year | Past 3 Years

Grades

Export

The exported file will be saved on the [My Reports](#) page. You'll receive an email with a link to your exported report as soon as it's ready.

Default Table Data

Last Name	Username
First Name	DOB

Additional Table Data (Optional)

☐ Grade	☐ Local student ID
☐ Role	☐ State student ID
☐ Last Login	☐ Gender
☐ Ethnicity	☐ Groups
☐ Account Creation Date	

Export **X Cancel**

Student Login Export

	A	B	C	D	E	F	G
1	Last Name	First Name	Username	DOB	Last Login	Logins Current School Year	Logins 2024-2025
2	Samantha	Samantha	AI3.5TurboControlMS	Jan 01, 2004	Mar 28, 2025	0	3
3	Oscar	Oscar	Oscar.Monje	Jan 01, 1991	Aug 12, 2019	0	0
4	Marcos	Marcos	Marcos.Casanova	Jan 01, 2003	Jul 20, 2020	0	0
5	COPPA Restricted	COPPA Restricted	c360child0929	Jan 01, 2009	Sep 29, 2021	0	0
6	Obul	Obul	ObulProd360	Jan 25, 2005	Nov 18, 2025	1	1
7	Jacob	Jacob	tomymac23	Apr 23, 2009	Nov 18, 2025	1	0
8	Test	Test	ch360testmsuser	Jan 15, 2010	Dec 06, 2024	0	0
9	manvir	manvir	manvirchoicestesting5	Jan 01, 2005	Nov 24, 2025	2	0
10	Bret	Bret	bret.michaels	Jul 07, 2007	Oct 30, 2024	0	1
11	Alfredo	Alfredo	Alfredo.Rojo	Jan 01, 2004	Jul 28, 2020	0	0
12	Gwen	Gwen	test_coppa0310	Nov 11, 2013	Jan 20, 2023	0	0
13	COPPA Restricted	COPPA Restricted	luli25	Dec 03, 2011	Mar 10, 2021	0	0
14	Simra	Simra	Simra.Andrade	Nov 11, 2006	Dec 15, 2021	0	0



End-of-the-Year Tasks



OKcollegestart Annual Checklist

OKcollegestart Annual Checklist

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866.443.7420

BACK-TO-SCHOOL

- ✓ **Manage educator accounts on the Administration tab of the Professional Center.**
 - Remove access for staff no longer at your school.
 - Create Professional Center accounts for new staff.
 - Update the access level for staff, if necessary.
- ✓ **Release student accounts on the Students & Groups tab.**
 - Release last year's graduates. (When you're ready!)
 - Release students who have transferred out of your school.
- ✓ **Batch create student accounts on the Students & Groups tab.**
 - Create accounts for an entire class and for new students.
- ✓ **Mass reset passwords.**
 - Email Support@xap.com or OKcollegestart@ocap.org to reset passwords for groups or grade levels. Please allow 2-3 days for the password reset process.
 - What grade(s) do you want to reset passwords for?
 - What word do you want the passwords to be set to?
 - Do you want the students to be prompted to change their password or leave it as the password listed above permanently?
- ✓ **Review your school's ICAP in the Assignment & Curriculum Builder on the Administration tab.**
 - Add or remove activities. (Check the Required ICAP Activities chart on the Resources tab of the Professional Center to know what you have to keep.)
 - Review tracking settings.
 - **Not tracked:** The activity is not included in students' progress bars or the ICAP report.
 - **Tracked (completed anytime):** The activity is marked complete as long as it has been completed once, regardless of what grade the student was in. It's included in the progress bar and ICAP report. This is commonly used for the Work-Based Learning Experiences activity.
 - **Tracked (completed during specific grade):** The activity is marked completed once it has been updated or completed while in the grade indicated in the dropdown box. The activity is included in students' progress bars and the ICAP report. This is commonly used for assessments, My Goals & Action Plans, Plan of Study, and other activities you want students to complete or repeat while in a certain grade.
 - Ensure your school's ICAP is assigned (which makes it visible) to at least grades 9 – 12.
- ✓ **Visit the Resources tab for student & educator user guides, training videos, and lesson plans.**
 - Sort lesson plans by topic, grade level, or school subject and find ways to incorporate OKcollegestart into the classroom.
- ✓ **Update OKcollegestart training materials or videos you've shared in online classrooms.**
 - Find current training materials on the Resources/ICAP Resources tab of the Professional Center.

Find directions and training videos for batch creating and releasing accounts on the Resources tab of the Pro Center!

FALL

- ✓ **Get started on ICAP with your students!**
 - Use the Student User Guides and Videos on the Resources/ICAP Resources tab of the Professional Center to guide students through each activity.

- ✓ **Run the Assignment & Curriculum Report as needed to track progress.**

Find directions and a training video for running the Assignment & Curriculum Report on the Resources tab of the Pro Center!

SPRING

- ✓ **Run the Assignment & Curriculum Report as needed to track progress.**
- ✓ **Consider Single Sign-On options.**
 - If your school has purchased Single Sign-On, consider resetting all passwords for the graduating class. You can then provide them with their usernames and passwords so they can keep logging into their OKcollegestart accounts after graduation. Email support@xap.com or OKcollegestart@ocap.org to reset passwords for groups or grade levels.
 - Review the optional add-on services for single sign-on and SIS integration so they can be implemented over the summer. A summary can be found on the Resources/Add-On Services tab of the Professional Center, or email OKcollegestart@ocap.org for more details.

SUMMER

- ✓ **Run a final Assignment & Curriculum Report for each grade. Save to your computer or print for easy access in the future.**
- ✓ **Schedule OKcollegestart professional development training for your staff.**
- ✓ **Get a head start on any of the Back-to-School checklist items!**
- ✓ **Ensure a smooth transition from 8th to 9th grade.**
 - If your middle school and high school are listed separately on OKcollegestart, email Customer Support at support@xap.com to request all accounts just finishing 8th grade and connected to the middle school move to the high school, or consider combining your sites into one: Sample Public Schools to avoid this step. Email OKcollegestart@ocap.org if you have questions or concerns about combining your sites!
 - Student accounts automatically move up a grade level on July 1. So students in 9th grade last year will automatically move up to 10th grade. No action is needed.
- ✓ **Standardize the format of your student usernames.**
 - If you'd like to change all student usernames to a consistent format, the summer is a great time to do that! Send the current usernames and the new usernames to Customer Support at support@xap.com or email OKcollegestart@ocap.org for assistance.
- ✓ **Consider add-on services.**
 - Interested in purchasing add-on services? Summer is a great time to get things set up so you're ready for the new school year. You can review the options on the Resources tab of your Professional Center account.

Training Request

End-of-the-Year Reports

- Run the Assignment & Curriculum Report for each grade level before June 30.
- Student accounts advance a grade level on July 1.
- Running last year's reports for graduated students becomes more difficult.



Reports

The screenshot displays the OK College Start Professional Center interface. At the top, the logo "OK COLLEGE START.ORG" is followed by the text "Professional Center". A navigation bar includes links for "Students & Groups", "Reports", "Resources", "Communication", "Colleges & Applications", and "Administration". A red arrow points to the "Reports" link. Below the navigation bar, a blue header bar contains a document icon and the word "Reports", with "School Account" on the right. The main content area is titled "Dashboard" and features a sidebar on the left with a "Dashboard" link and a "Progress" link. A red arrow points to the "Progress" link, which has a sub-menu containing "Assignment & Curriculum Builder", "Milestones", and "Work-based Learning". Another red arrow points to the "Assignment & Curriculum Builder" option. The dashboard also displays two summary cards: "Total Accounts" with a value of 15 and "Total Logins YTD" with a value of 16. At the bottom, there are sections for "Top Completed Activities" and "Top Saved Careers", both with a "This Year" filter.

OK COLLEGE START.ORG Professional Center
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Welcome, Theresa Shaklee
Braman Public School

Students & Groups Reports Resources Communication Colleges & Applications Administration

Reports School Account

Dashboard

- Dashboard
- Engagement +
- Progress
 - Assignment & Curriculum Builder
 - Milestones
 - Work-based Learning

Total Accounts 15

Total Logins YTD 16

Top Completed Activities This Year

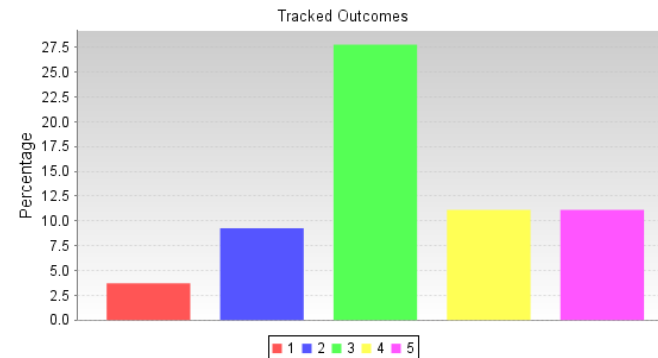
Top Saved Careers This Year

Assignment & Curriculum Report (ICAP)

Assignment & Curriculum

Track curriculum activity completion.

Set : Oklahoma ICAP Template (Minimum Requirements)
Page : 12th Grade
Created : September 08, 2022
Site : Test Only High School - OK
Reporting Data : Last refreshed on 09/08/2022 at 02:04:40AM (PDT)
Total Accounts : 54



Test Only High School - OK

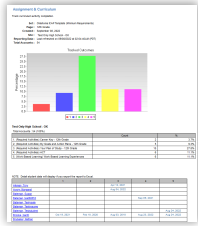
Total Accounts : 54 (100%)

	Count	%
1. (Required Activities) Career Key - 12th Grade	2	3.7%
2. (Required Activities) My Goals and Action Plans - 12th Grade	5	9.3%
3. (Required Activities) Your Plan of Study - 12th Grade	15	27.8%
4. (Required Activities) ACT	6	11.1%
5. (Work-Based Learning) Work-Based Learning Experiences	6	11.1%

NOTE: Detail student data will display if you export the report to Excel.

	1	2	3	4	5
Aikman, Troy			Apr 12, 2021		
Avery, Margaret			Aug 04, 2022		
Bateman, Susan					
Bateman_test80653				Sep 09, 2021	
Bateman_Testgoals					
Bateman_Testresume					
Bateman_Teststudent					Aug 24, 2022
Brooks, Garth	Oct 19, 2021	Feb 18, 2020	Aug 03, 2018	Aug 23, 2022	Aug 24, 2022
Brubaker, Nathan					

Assignment & Curriculum Report (ICAP)



Assignment & Curriculum

Track curriculum activity completion.

Set : Oklahoma ICAP Template (Minimum Requirements)

Page : 12th Grade

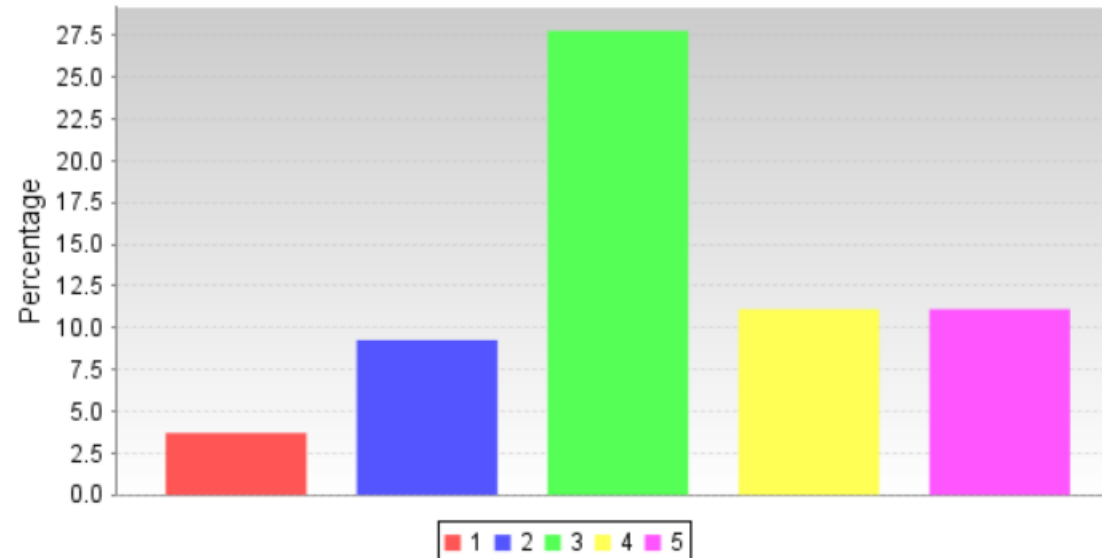
Created : September 08, 2022

Site : Test Only High School - OK

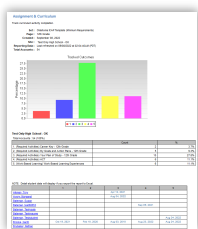
Reporting Data : Last refreshed on 09/08/2022 at 02:04:40AM (PDT)

Total Accounts : 54

Tracked Outcomes



Assignment & Curriculum Report (ICAP)

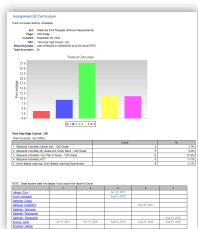


Test Only High School - OK

Total Accounts : 54 (100%)

	Count	%
1. (Required Activities) Career Key - 12th Grade	2	3.7%
2. (Required Activities) My Goals and Action Plans - 12th Grade	5	9.3%
3. (Required Activities) Your Plan of Study - 12th Grade	15	27.8%
4. (Required Activities) ACT	6	11.1%
5. (Work-Based Learning) Work-Based Learning Experiences	6	11.1%

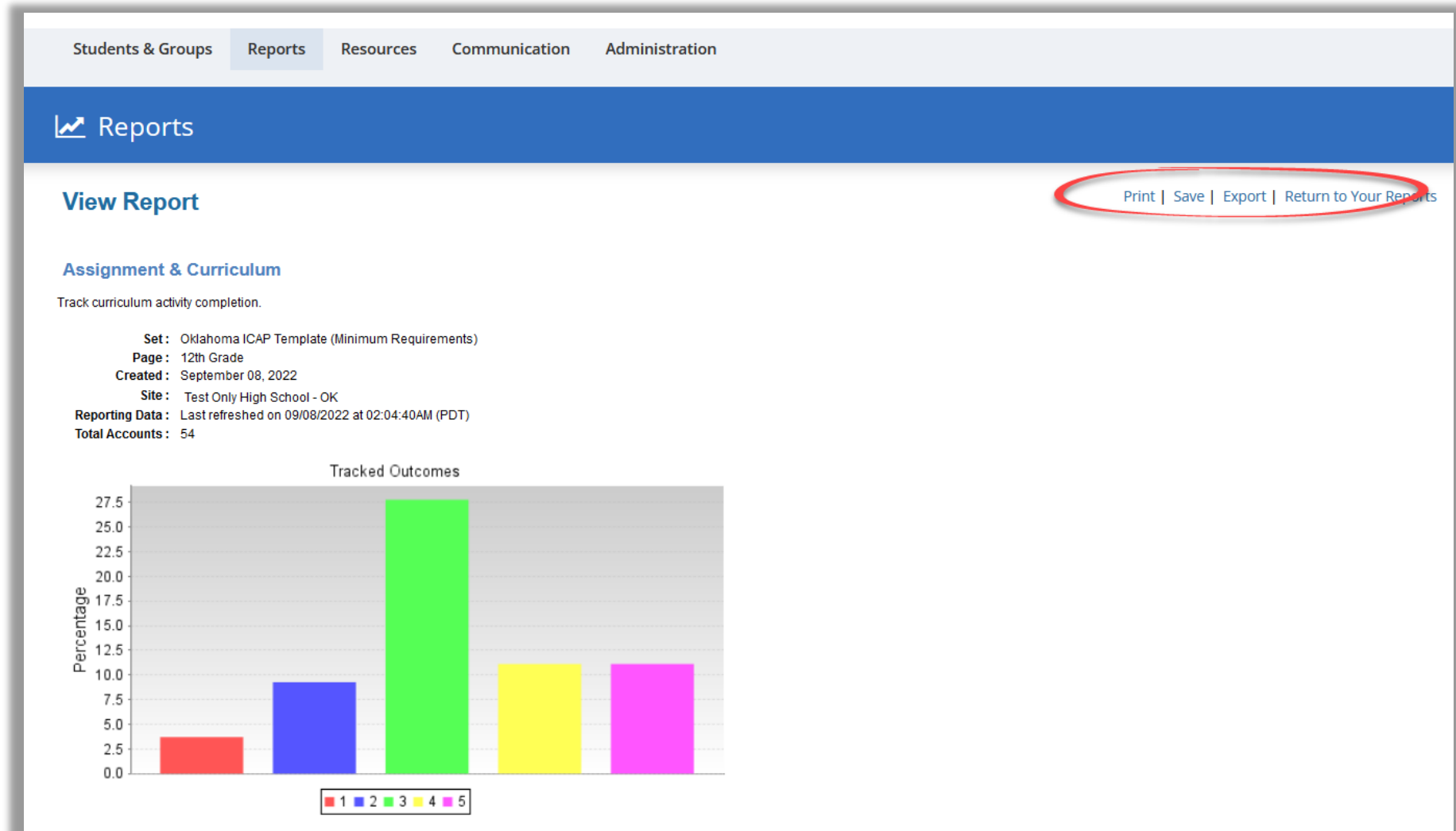
Assignment & Curriculum Report (ICAP)



NOTE: Detail student data will display if you export the report to Excel.

	1	2	3	4	5
Aikman_Troy			Apr 12, 2021		
Avery_Margaret			Aug 04, 2022		
Bateman_Susan					
Bateman_test80653				Sep 09, 2021	
Bateman_Testgoals					
Bateman_Testresume					
Bateman_Teststudent					Aug 24, 2022
Brooks_Garth	Oct 19, 2021	Feb 18, 2020	Aug 03, 2018	Aug 23, 2022	Aug 24, 2022
Brubaker_Nathan					
cetestOk_COPPA Restricted					
Chenoweth_Kristin			Apr 12, 2021		
Clark_Candy			Feb 03, 2020		
Crawford_Joan			Apr 12, 2021		

Assignment & Curriculum Report (ICAP)



Milestones Summary Report

TS

Theresa Shaklee
reviewsiteok Braman Public School

Last Login
Jan 27, 2025

Grade
12

Milestones

Top Career Choice
3D Renderer-Designer

Top Program Choice
**Agribusiness/Agricultural
Business Operations**

Postsecondary Path
None Selected

Planned College Applications
None currently planned

Career Planning

Interest Profiler

Completed: **Jan 27, 2025**

Realistic

Conventional

Work Values Sorter

Basic Skills Survey

Career Cluster Survey

Transferable Skills Checklist

Saved Careers

Completed: **Jan 27, 2025**

2 Saved Careers

ASVAB

Saved Career Clusters and Career Pathways

Completed: **Jan 27, 2025**

- Transfer record
- Parent/Teacher Conferences
- Advising or IEP discussions

Milestones Summary Report

Creating & Assigning Milestones Sets

Sign into your Professional Center account at ProCenter.OKcollegestart.org.

Click the **Administration** tab.

Click **Planning Milestones**.

To assign an existing Milestones set, point to the **drop down box** for each grade, select the desired Milestones set, and click **Save**.

The **Grades 6-8 Summary** and **Grades 9-12 Summary** sets include a list of activities that are most commonly used in ICAPs across the state.

To customize your own set of Milestone activities, scroll below the drop-down boxes.

You can **edit** the existing Summary sets to make changes, or create a **New Milestone Set** from scratch.

OKCOLLEGESTART.ORG
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OKCOLLEGESTART.ORG Professional Center
Students & Groups Reports Resources Communication Colleges & Applications **Administration**

Planning Milestones

Change the Planning Milestones for your students.

7th grade: Grades 6-8 Summary
8th grade: Grades 9-12 Summary
9th grade: None
10th grade: Grades 6-8 Summary
11th grade: Grades 9-12 Summary
Postsecondary Student: None
Save

Defined Sets Of Planning Milestones

These are the sets of planning milestones that can be assigned to roles and grades. You can add new sets or edit existing sets. Click in red to edit them or add them above.

New Milestone Set

Grades 6-8 Summary **Edit** **Duplicate** **Delete**

Grades 9-12 Summary **Edit** **Duplicate** **Delete**

OKcollegestart Summary Report

OKCOLLEGESTART.ORG
CLICK · COMPARE · CHOOSE

The OKcollegestart Summary Milestones Report **DOES NOT** replace your Assignment & Curriculum ICAP Report. Keep running the Assignment & Curriculum ICAP Report to track progress and provide documentation for graduation and accreditation!

Potential uses for the OKcollegestart Summary Milestones Report include:

- ✓ Transfer record to share ICAP progress and username with new school
- ✓ Print for Parent/Teacher Conferences
- ✓ Share with educators and/or families for advising or IEP discussions

Theresa Shaklee **OKcollegestart** **Sumner Public School** **Last Login Jan 17, 2025** **Grade 12**

Milestones

- Top Career Choice: 3D Renderer-Designer
- Top Program Cluster: Agribusiness/Agricultural Business Operations
- Postsecondary Path: None Selected
- Planned College Applications: None currently planned

Career Planning

- Interest Profile: Completed Jan 27, 2025 **Realistic** **Conventional**
- Work Values Survey
- Basic Skills Survey
- Career Cluster Survey
- Transferable Skills Checklist
- Saved Careers: Completed Jan 27, 2025 **3 Saved Careers**
- ASWB
- Saved Career Clusters and Career Pathways: Completed Jan 27, 2025

See the next page for guidance on how to access a student's OKcollegestart Summary Milestones Report.

Located on
the
Resources
tab of the
Pro Center

Student Account Rollover

- Accounts move up a grade on July 1
- If your middle school and high school are listed separately, the accounts remain connected to the middle school.
- Reach out if yours are separate and we need to move those accounts for you.

Update Username Formats

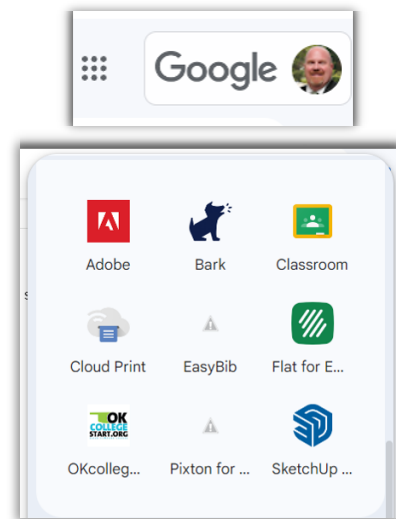
- If you want to change all the usernames, summer is a good time to do that!
- Email us to let us know you want to make username changes.
- We'll send you a document with all existing accounts.
- You fill in the new username for each account and return to us.

Single Sign-On

- Can be implemented with ClassLink, GSuite, and in some cases Clever
- Account clean up to ensure all usernames are email addresses
- School adds OKcollegestart logo to SSO platform
- Student clicks logo to log in
- Accounts can still be batch-created ahead of time
- Implementation takes about 3 weeks



\$500 one-time cost



Auto Account Management

- SIS sends data file with enrollment info daily
- Accounts are automatically created, released, updated based on SIS info
- Usernames and passwords are also set in the data file
- Data file can also manage educator accounts on the Professional Center



\$500 annual cost, per school





Summer Academies & Professional Development



STEM Summer Academies

- FREE!
- 16 academies on 12 campuses
- Students entering 8th – 12th grade
- Residential and Commuter
- Encouraged to apply by April 1



OSRHE Summer Institute



Office of Student Preparation

June 15 – 17, 2026

Embassy Suites
Norman, OK

OKhighered.org/Student-Prep



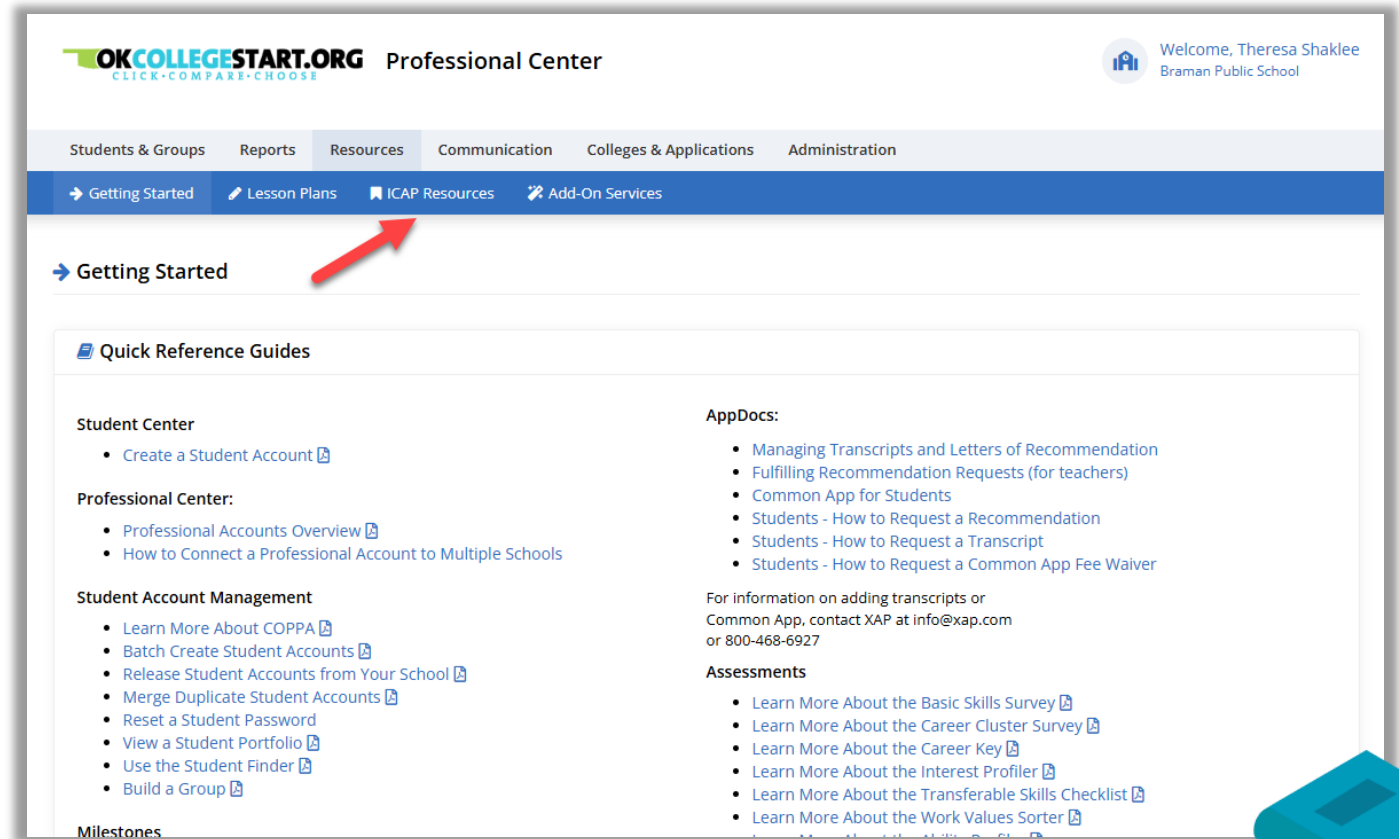


OKcollegestart Resources



Resources

- Student user guides
- Educator user guides & training videos
- Lesson plans & curriculum



ICAP Resources

- Annual Checklist
- Batch Creating Accounts
- Customizing Your ICAP
- Customizing the Plan of Study
- Running the Assignment & Curriculum Report
- Required ICAP Activities Chart

The screenshot displays the OKCollegeStart.org Professional Center website. The header includes the logo and navigation tabs: Students & Groups, Reports, Resources, Communication, Colleges & Applications, and Administration. A sub-navigation bar highlights 'Getting Started', 'Lesson Plans', 'ICAP Resources' (indicated by a red arrow), and 'Add-On Services'. The main content area is titled 'ICAP Resources' and contains several sections:

- Student User Guides:** Career & Interest Assessments, My Goals & Action Plans, Plan of Study, Test Scores, Updating Demographic Info, Work-Based Learning Experiences, and Completing ICAP Activities Slides.
- Student ICAP Videos:** A notice about navigation and homepage design updates in early August.
- Educator User Guides:** Adding Guides & Videos to ICAP, Annual OKcollegestart Checklist, Assignment & Curriculum Report, Batch Creating Student Accounts, Building Groups, Customizing ICAP, Customizing Plan of Study, Customizing Planning Milestones, Customizing Surveys, Required ICAP Activities, and Using the Milestones Summary Report.
- Educator Training Videos:** Batch Creating Student Accounts, Customizing Your ICAP, Running the Assignment & Curriculum Report, How to Create Surveys for Students Video, and OKcollegestart Website Demo. A note mentions that additional promotional and training videos are on YouTube.
- Spanish Publication Resources:** Spanish Publications.
- Additional Resources:** College Application Week (CAW), The Oklahoma FAFSA Data Portal, Educator's Resources, and UCanGo2.org.
- Contact Information:** Located at the bottom right.

OKcollegestart on Facebook



Customer Support

XAP Customer Support Team

support@xap.com

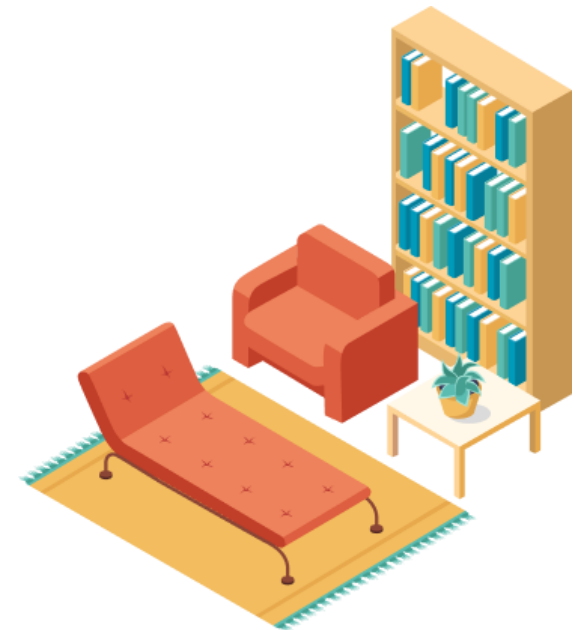
800-468-6927

7:00 am – 7:00 pm, Central Time



Schedule Additional Training

- One-on-one virtual meeting
- In-person training
- Request additional training materials
- Email OKcollegestart@ocap.org



Contact Us



Aysha Petricek

apetricek@ocap.org

405.234.4320

866.443.7420

Theresa Shaklee

tshaklee@ocap.org

405.234.4383

866.443.7420

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