

UtahFutures Quick Start Guide

UtahFutures.org

Saving Information to your Timeline

Your most recent assessments and activities are automatically saved to the Exploration Tracker upon completion. If you want to add comments to your assessment or save multiple of the same assessment or activity, you will save and then view them in the Timeline.

Timeline vs. Workspace –

- Assessments and Activities that help you determine your college and career path are saved to your Timeline.
- Research on different colleges and careers is saved to your Workspace.

Saving Assessments and Activities to your Timeline:

1. After taking an assessment or completing an activity click **View Results**.



2. Your results will display.

- To add comments and reflection to the assessment or activity, answer the questions or add comments and click **Save to My Timeline**.



3. To access your information saved to your Timeline:

- Click on your username in the top right corner of the page
- Click **Timeline**

