



## QUICK REFERENCE GUIDE FOR ADULTS

### HOW TO GET STARTED WITH [RUREADY.ND.GOV](https://RUREADY.ND.GOV)

Whether you are looking for a new job, planning to go to school or updating your resume, RUREADY.ND.gov can help. Create an account to access all tools and save your work.

#### HOW TO ACCESS YOUR ACCOUNT (FIRST TIME USERS)

1. Go to [RUREADY.ND.gov](https://RUREADY.ND.gov).
2. Click **CREATE AN ACCOUNT**.
3. In the **Who are you?** dropdown, select the **“Adult”** role.
4. Enter your name.
5. In the **Your school, workforce, center or program**, type/select **Adult-No K-12 Connection**.
6. Create your Username and Password. Be sure to remember your username and password! Consider writing them down somewhere safe.
7. Select an Account Security question and answer.
8. Check the box if you agree to the privacy policy and terms of the site, and then click **Submit**.

#### HOW TO ACCESS YOUR ACCOUNT (RETURNING USERS)

1. Go to [RUREADY.ND.gov](https://RUREADY.ND.gov)
2. Enter your Username and Password.
3. Click the **Sign In** button.

#### GET STARTED WITH RUREADY.ND.GOV

Here are some of the helpful features you'll find in RUREADY.ND.gov:

##### **Career Planning**

- **Get a Job:** Create resumes and thank-you letters, polish your interview skills and get help finding jobs.
- **Explore Careers:** Research careers using **Career Clusters** or use the **Career Finder** to find careers.

##### **College Planning**

- **Explore Postsecondary Schools:** Use the College Matching Assistant to see schools matching your needs.
- **Explore Programs and Majors:** Check out the programs and majors that match your career goals.

##### **Financial Aid Planning**

- **Financial Aid 101:** Follow the steps for assistance with paying for college.
- **Find Scholarships:** Complete your profile in the Scholarship Finder to see matching scholarships.

##### **Your Portfolio**

- Review the work you've completed in other sections of the program, upload documents and more!

FOR HELP USING OUR TOOLS CONTACT OUR CUSTOMER SUPPORT TEAM  
CALL 800.281.1168 OR E-MAIL [TECH-SUPPORT@XAP.COM](mailto:TECH-SUPPORT@XAP.COM)