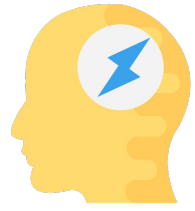


Introduction to Hats & Ladders



Profile

Your Profile is **who you are** – your experience, interests, skills, values and core personality.

Return to your Profile to see how it evolves as you progress.



Ladders

Ladders are the foundation of Hats & Ladders. They are **career building activities** that help you build your Profile, try on Hats, and expand your skills and interests.

Find Ladders on your Home page or the Browse Ladders page!



Hats

Hats are **specific careers** that you can discover based on your Profile, skills, interests and experience. Try them on for size by exploring details of each career.

Favorite Hats to bookmark them and unlock more content!



Tasks

Tasks **track your progress** towards completing goals within Hats & Ladders. When you complete enough Ladders within a Topic to reach an XP goal, you have completed that Task.




Tap “Go” on a Task to see the Ladders you can climb to complete that Task!

Get Started (SYEP)

Set up your account or log back in to get going with Tasks.

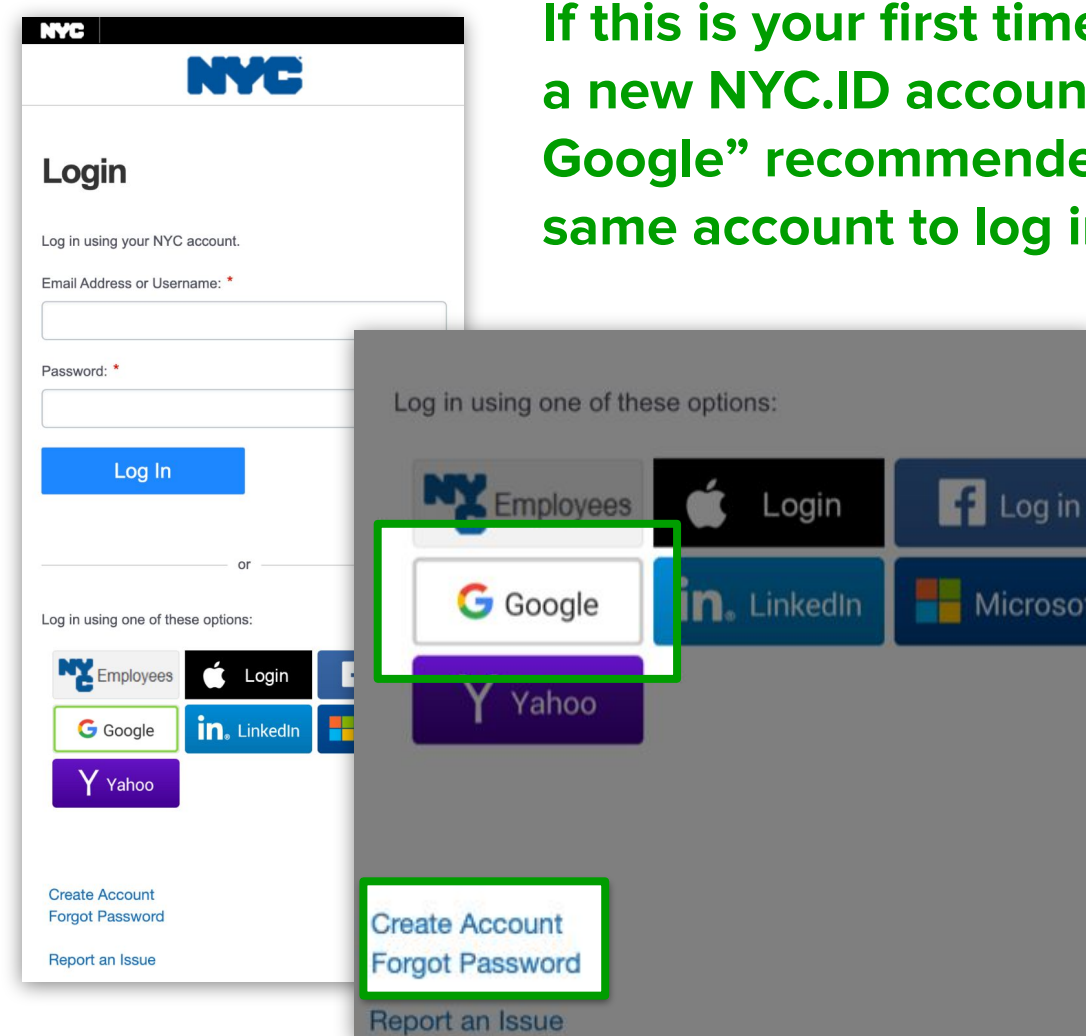
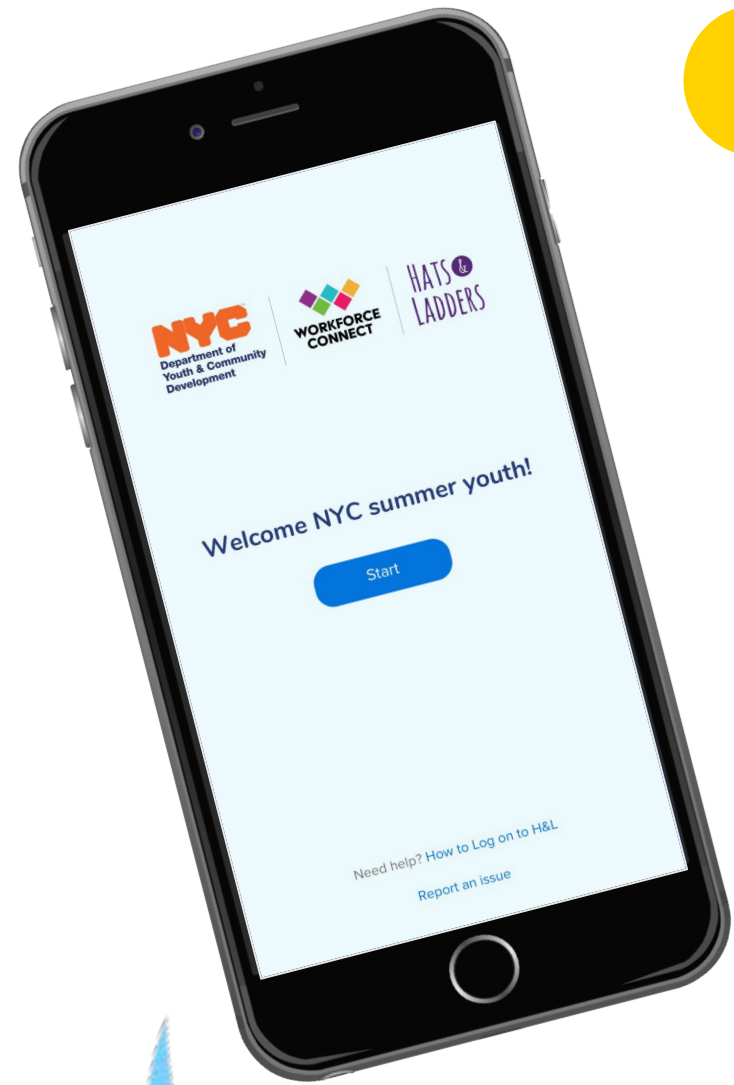
1 Visit

syep.nyc.hatsandladders.com

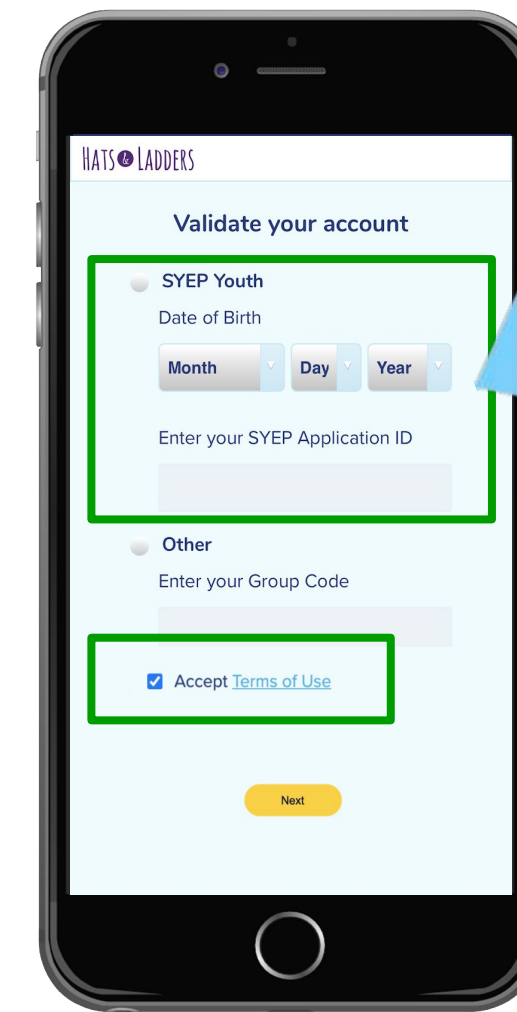
-  **Devices:** iPhone, Android, Chromebook, PCs, Macs
-  **Browsers:** Chrome or Safari
Not Recommended: Microsoft Edge, Internet Explorer, Firefox
-  **User ID:** Log in with NYC.ID (see Login below).
Returning users should use the same email as last year

Log In

Tap “Start” to log in with NYC.ID.
If this is your first time using NYC.ID, create a new NYC.ID account (“Log in with Google” recommended). Always use the same account to log in.

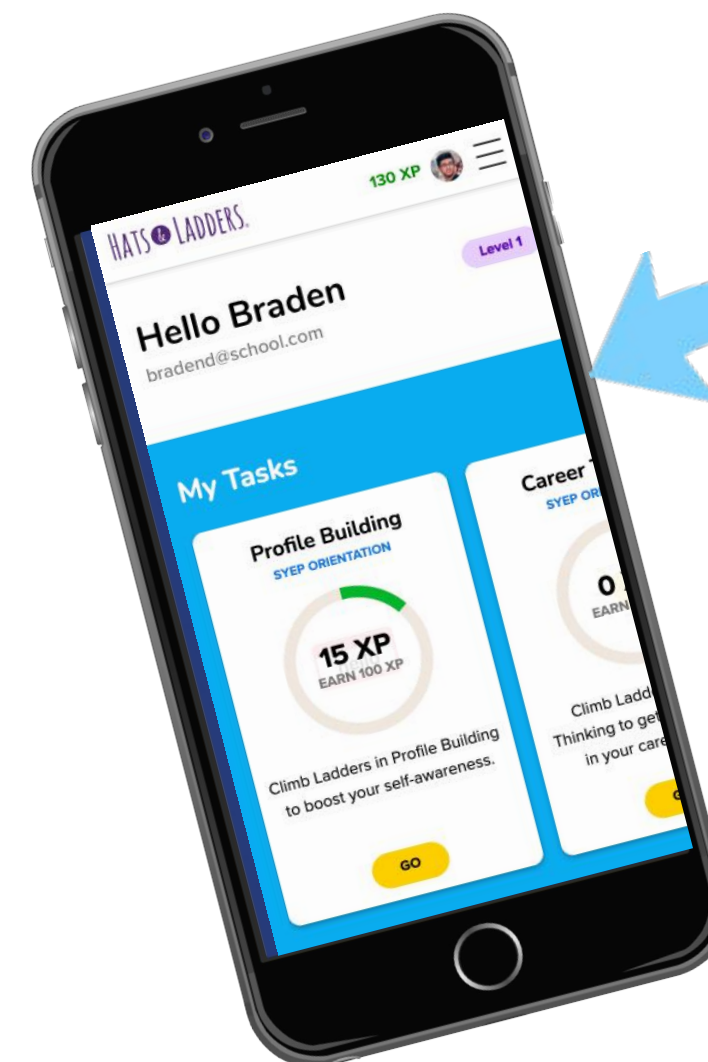


2 Register



Enter your date of birth and SYEP ID
Don't include any letters (OL) when entering SYEP ID
Don't forget to accept the terms

3 Do it!



Complete Tasks
Climb Ladders to complete Tasks, earn XP, and level up.

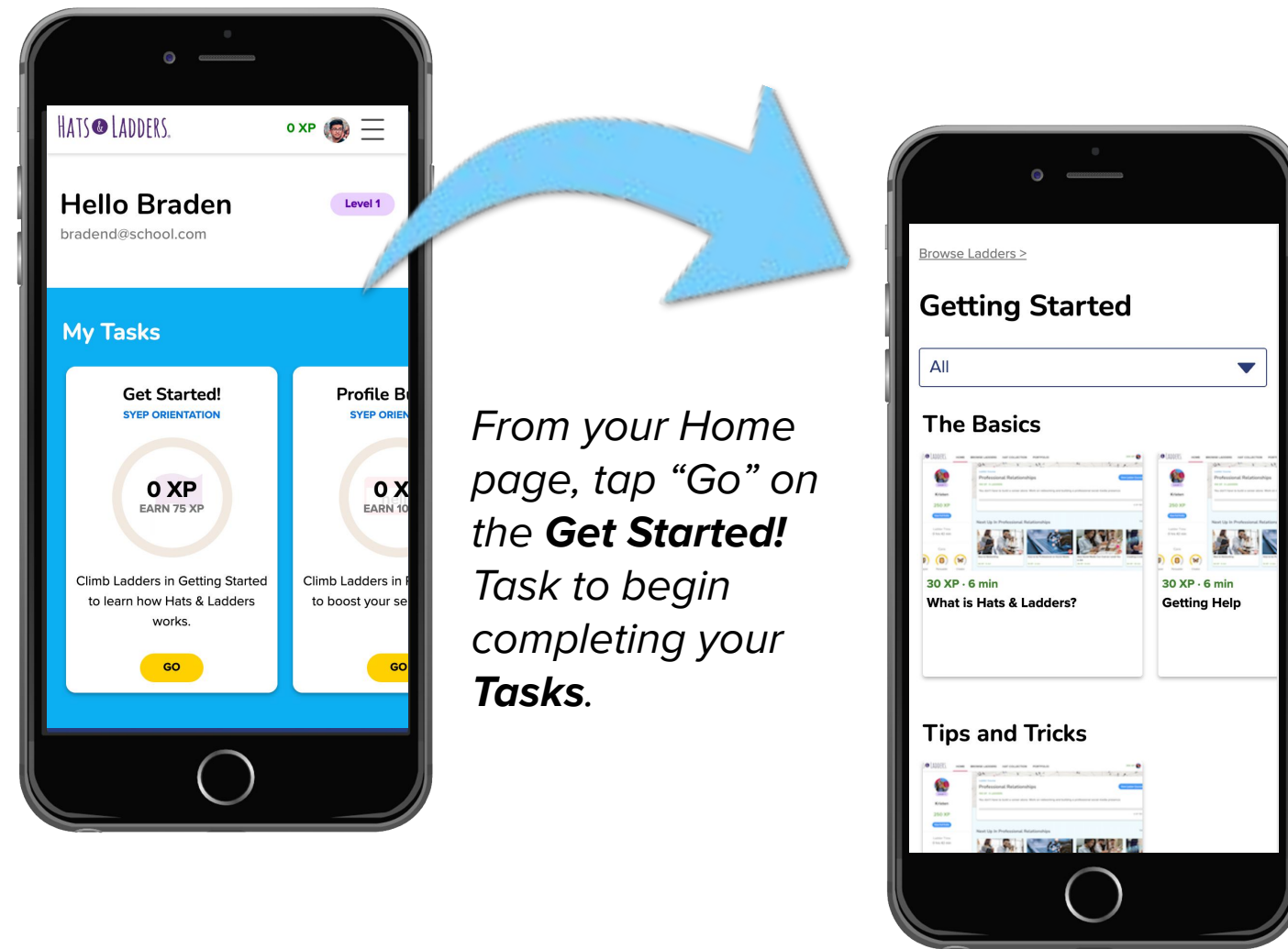
Build your Profile
Complete the Profile Building Task to help personalize the App experience for you.

All About Ladders

Find out all about Tasks, Ladders, and XP.

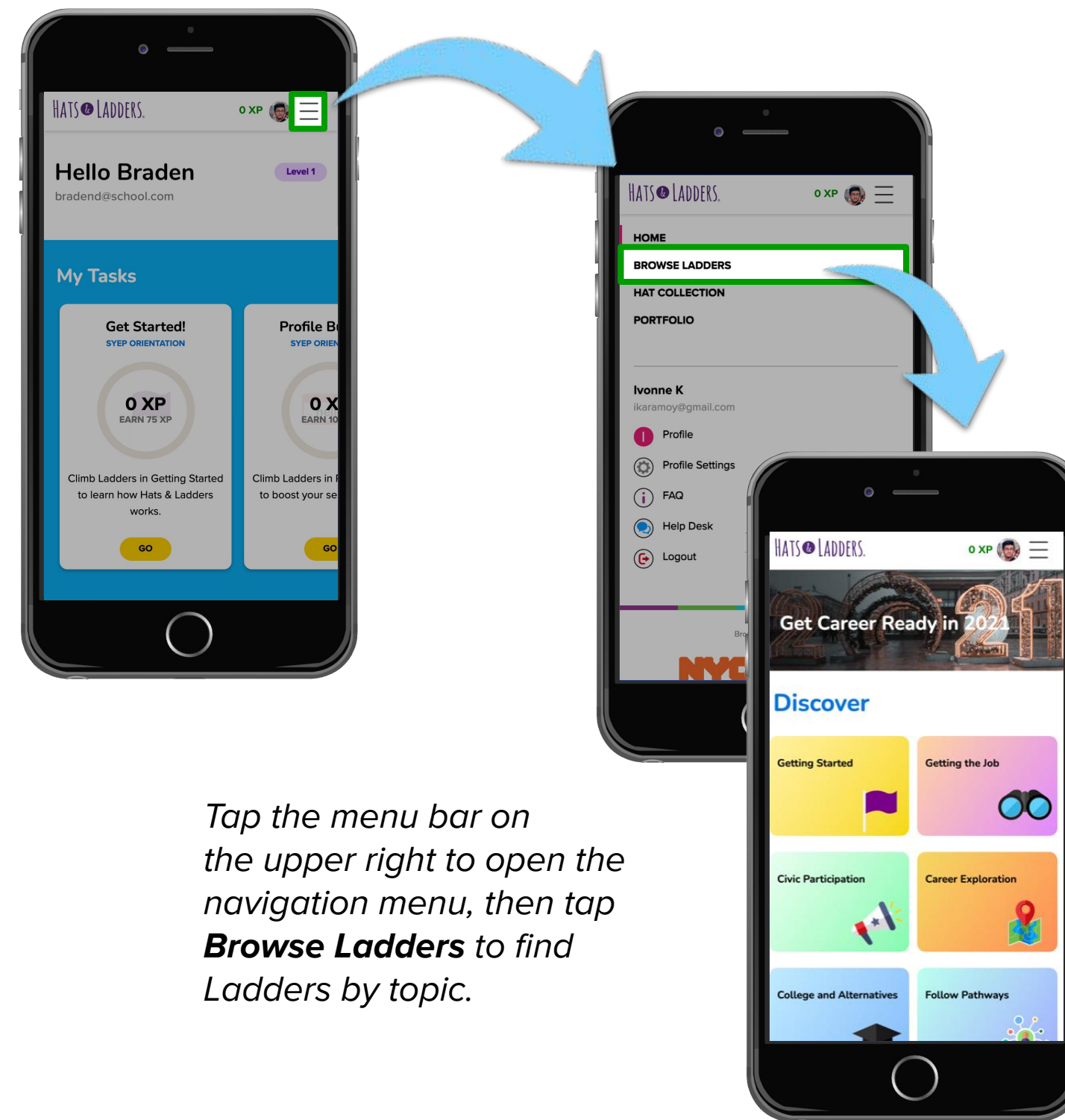
Select Tasks

Select **Tasks** to complete **Ladders** assigned by your program.



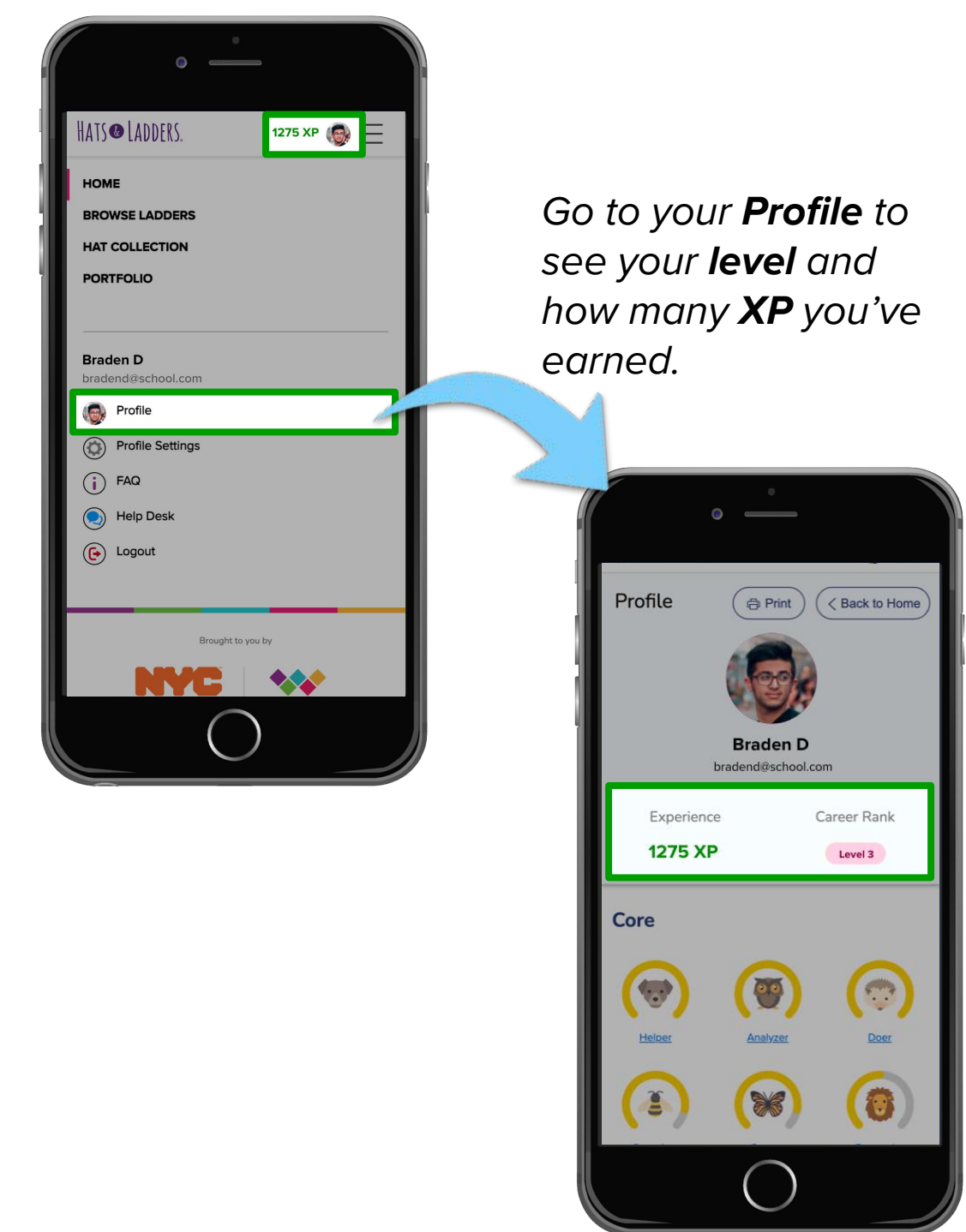
Browse Ladders of Interest

Go to **Browse Ladders** to find other Ladders by topic, including Ladders that are New for You.



Earning XP

Earn **XP** to level up and track your progress. You level up each time you earn 500 XP.



Key Tips for Saving Progress (SYEP)

Follow these steps to make sure your progress is always saved!

1 Use the same email account

Always **log in to NYC.ID** whenever prompted using **the same email account**. Look at your Profile to check which email address you're using.

2 Always log out and save

Make sure to **log out of the App** to save **your progress** before leaving your device or ending your session.

3 Use one browser tab or window

Make sure the App is **only open in one browser tab or window** at a time.



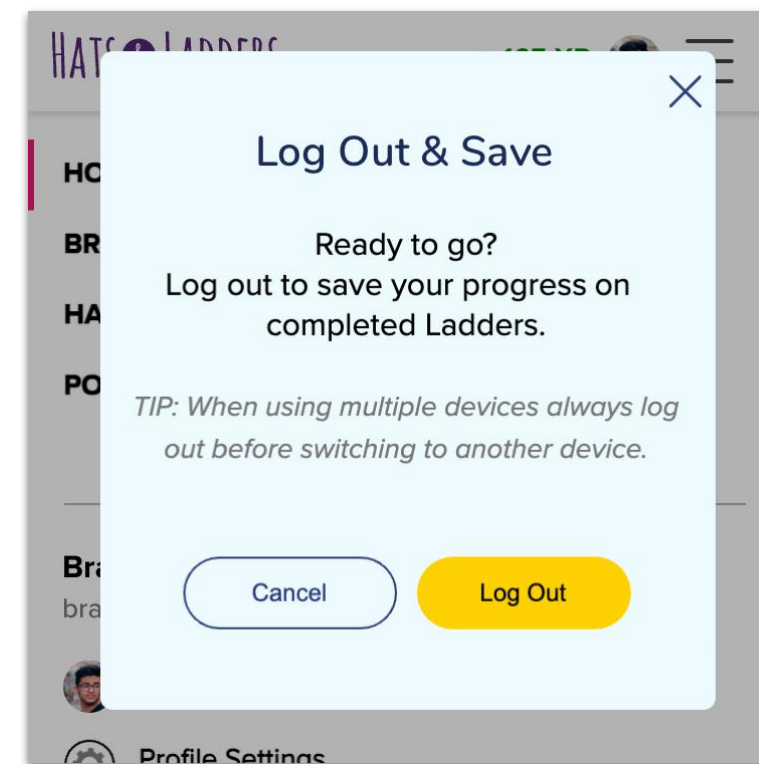
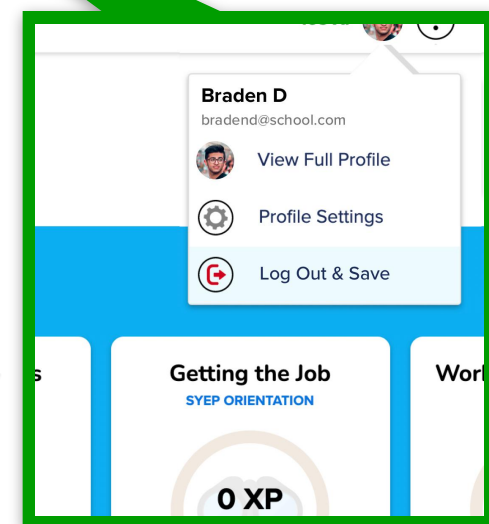
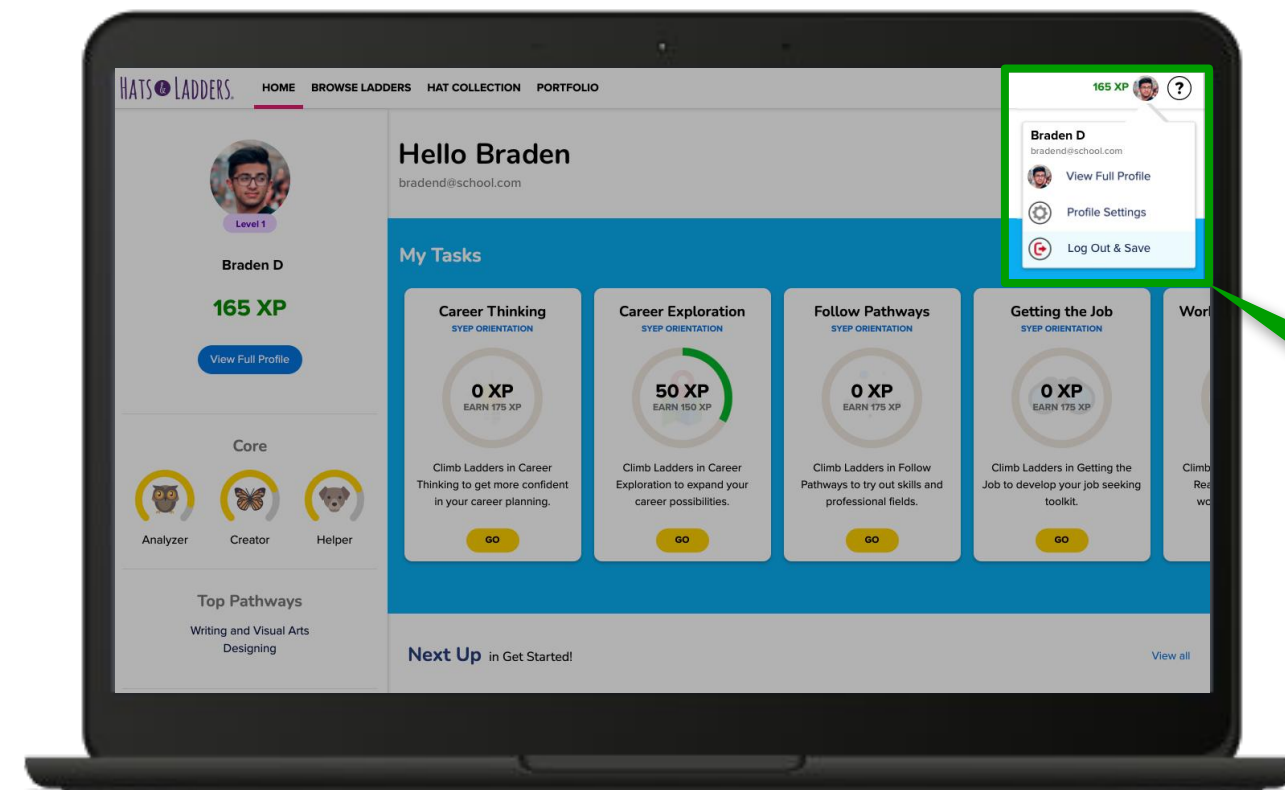
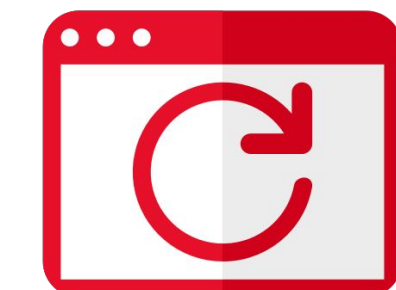
4 Be careful switching devices

If you use more than one device to access the App, make sure you **log out of the App every time you switch between devices**.

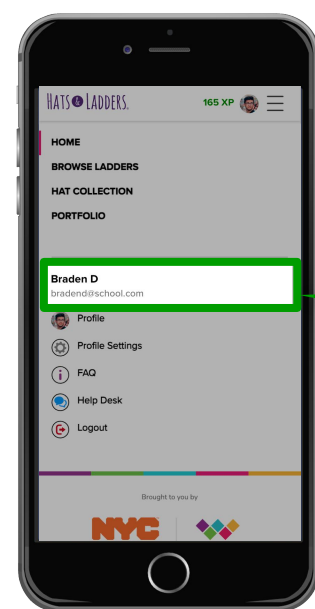


5 Don't refresh

Never use the refresh button in the middle of an activity.



*If you've used the wrong email address, select **Log Out & Save** from the navigation menu and log back in with the appropriate email address.*



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