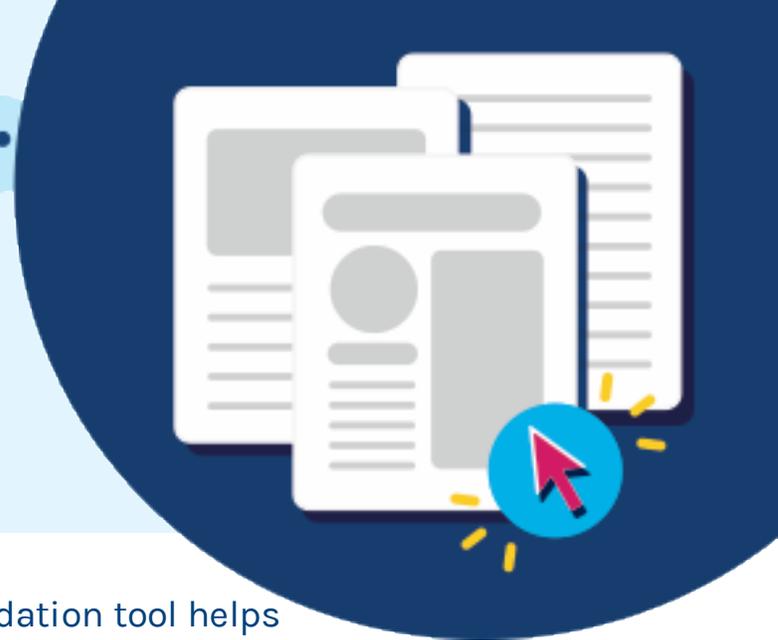


# Naviance AI Powered Letter of Recommendation

EFFORTLESS LETTERS OF RECOMMENDATION WITH AI ASSISTANCE



Naviance's AI-powered Letters of Recommendation tool helps teachers quickly create personalized, high-quality letters using existing student data. It supports privacy, flexibility, and full editorial control, addressing time constraints, large caseloads, and incomplete profiles.

## Why It Matters

- Quickly **save time** by generating draft letters
- Easily **manage large caseloads** without losing personalization
- Protect **student privacy** with built-in safeguards
- Maintain **full control** with flexible AI opt-out options

## How It Works

- 1. Enable PowerBuddy Access**
  - From the Naviance Setup page, select **PowerBuddy**, and turn on **PowerBuddy for Staff**
- 2. Ensure Teachers Have Access**
  - Ensure teachers have the **Prepare my teacher rec. forms** permissions assigned to their user role
- 3. Compose LOR with AI**
  - Once you sign in as a teacher, select **Compose**, and review the draft created by AI using existing student data
- 4. Submit The Letter**
  - Preview and edit the recommendation prior to submission

Find helpful tips and quick links in our [Naviance Toolbox!](#)