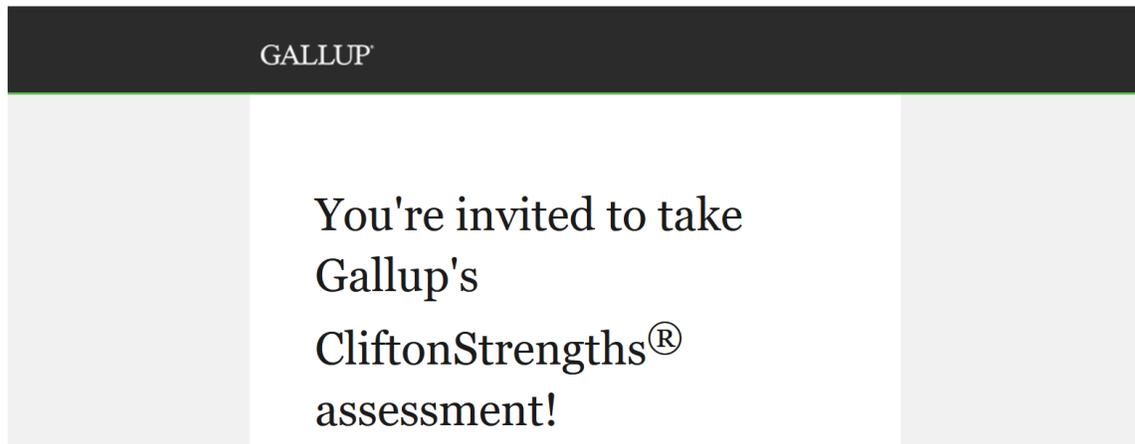
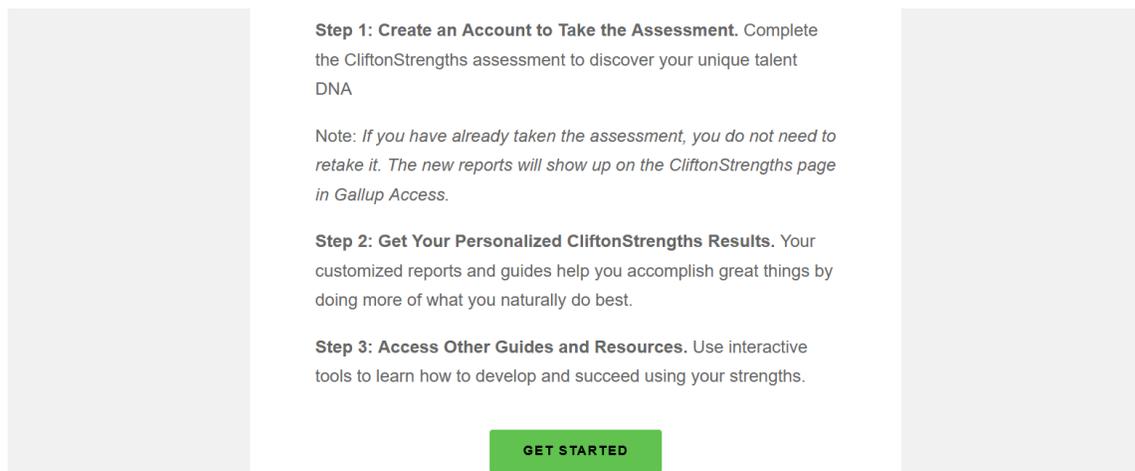


Step-by-Step Directions for Completing the CliftonStrengths Assessment

1. Look for an email from Gallup <support@mail.gallup.com>



2. Scroll down to the green button and click it to get started



3. To create your account, enter the required information (your first name, last name). Your email address will already be populated so leave it there. We encourage you to use your email as your username as well. Your password must be a minimum of 6 characters long and contain at least 3 of the following: uppercase letters, lowercase letters, numbers, special characters. Allowed special characters include _ ~ ! @ # \$ % ^ & * () - + = ? { } []. We encourage you to use Mohawk1 as your password.

Finish Creating Your Account

* indicates a required field

* First Name

Mo

* Last Name

Hawk

* Email Address

mhawk07@student.mvcc.edu

* Username

* Password

4. Next it will ask you to select and answer 2 security questions.

Security Questions

To keep your account secure, you must select two security questions and provide your answers.
These questions will help us verify your identity and recover your password if you forget it.

Please select security questions and enter answers below.

* Security Question 1

Select One

* Security Answer 1

* Security Question 2

Select One

5. On the next page it will automatically load your code and continue to the next page.
6. Choose "Take the CliftonStrengths assessment." If you need accommodations for a reading disability please contact them at 888-486-9104.

Please select one of the following options, then click Continue.



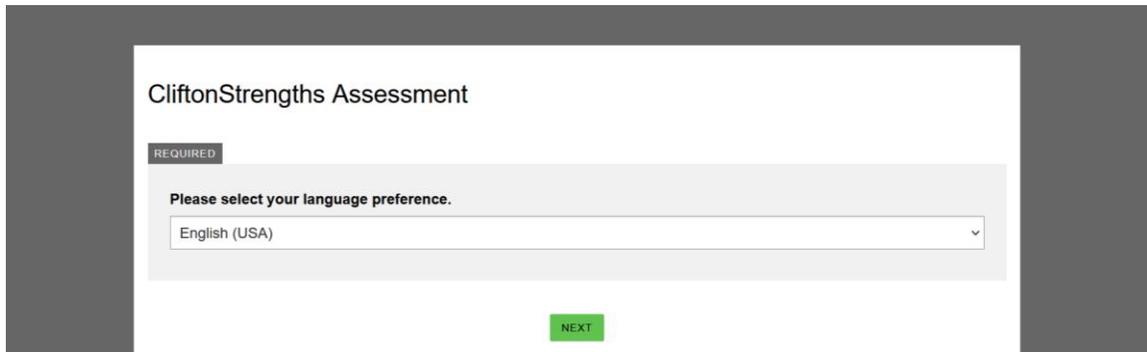
NOTE: Please choose carefully. Clicking Continue will permanently record your selection, and you will not be able to return to this page.

- Take the CliftonStrengths assessment.
- Copy your CliftonStrengths results from a time when you took the assessment using a different username and password.

If you have a reading disability and need to take the CliftonStrengths assessment without a response timer, please contact our CliftonStrengths Support Team at 888-486-9104, or send an e-mail to support@mail.gallup.com for assistance.

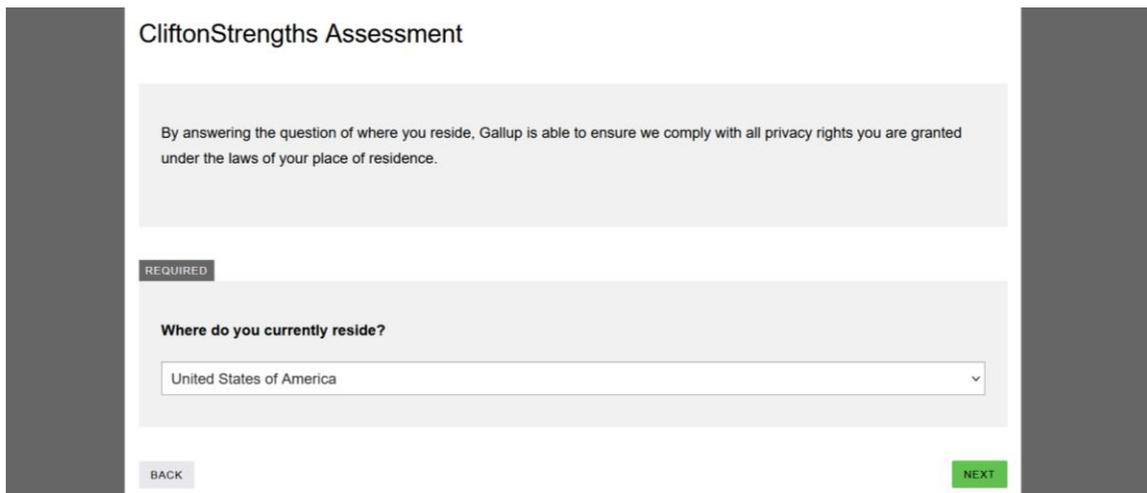
CONTINUE

7. Select your language preference.



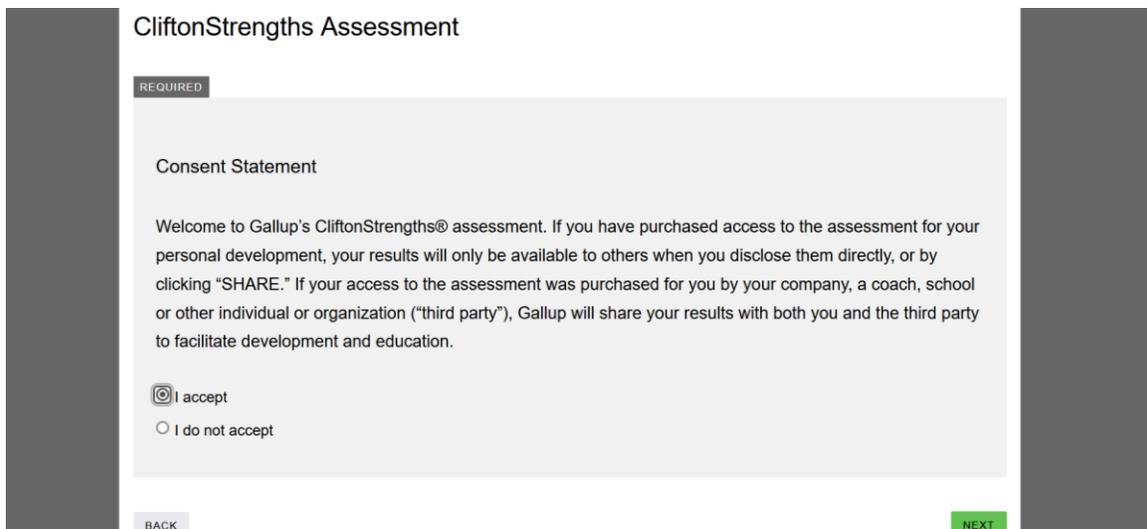
The screenshot shows the 'CliftonStrengths Assessment' interface. At the top, the title 'CliftonStrengths Assessment' is displayed. Below it, a 'REQUIRED' label is shown in a dark grey box. The main instruction reads 'Please select your language preference.' Below this is a dropdown menu with 'English (USA)' selected. At the bottom center, there is a green 'NEXT' button.

8. Select the United States of America as the country where you reside.



The screenshot shows the 'CliftonStrengths Assessment' interface. At the top, the title 'CliftonStrengths Assessment' is displayed. Below it, a grey box contains the text: 'By answering the question of where you reside, Gallup is able to ensure we comply with all privacy rights you are granted under the laws of your place of residence.' Below this, a 'REQUIRED' label is shown in a dark grey box. The main instruction reads 'Where do you currently reside?' Below this is a dropdown menu with 'United States of America' selected. At the bottom left, there is a grey 'BACK' button, and at the bottom right, there is a green 'NEXT' button.

9. Accept the consent statement.



The screenshot shows the 'CliftonStrengths Assessment' interface. At the top, the title 'CliftonStrengths Assessment' is displayed. Below it, a 'REQUIRED' label is shown in a dark grey box. The main instruction reads 'Consent Statement'. Below this, a grey box contains the text: 'Welcome to Gallup's CliftonStrengths® assessment. If you have purchased access to the assessment for your personal development, your results will only be available to others when you disclose them directly, or by clicking "SHARE." If your access to the assessment was purchased for you by your company, a coach, school or other individual or organization ("third party"), Gallup will share your results with both you and the third party to facilitate development and education.' Below this, there are two radio button options: 'I accept' (which is selected) and 'I do not accept'. At the bottom left, there is a grey 'BACK' button, and at the bottom right, there is a green 'NEXT' button.

10. It will provide some directions for you to understand how the survey works.

0%

START FINISH

CliftonStrengths Assessment

Welcome to the CliftonStrengths assessment!

Read the first page of instructions carefully before you begin. The assessment has 177 paired descriptors. Select the descriptor that fits you best and how strongly it describes you. You will have 20 seconds to respond to each pair.

The average completion time is 35 minutes.

Click **Next** to begin.

BACK NEXT

Do not print, store, or copy this page

11. Select your primary language.

1%

START FINISH

CliftonStrengths Assessment

What is your primary language?

English (USA) ▾

BACK NEXT

Do not print, store, or copy this page

12. This is the final directions and the first question. After this you're taking the actual timed survey.

1%

START FINISH

CliftonStrengths Assessment

The Clifton StrengthsFinder Assessment Instructions

The Clifton StrengthsFinder online assessment is a series of 177 paired descriptors. From each pair, select the descriptor that best fits you, and the extent to which it does so.

There will be instances when both of the descriptors fit you. Choose the descriptor that seems to fit you best or more often.

The assessment is timed. You will have 20 seconds to make each choice, so trust your initial responses.

Here is a sample question:

Strongly describes me Neutral Strongly describes me

● ● ○ ● ●

I read all of the instructions before beginning I jump into things