

## FOCUS ASSESSMENT INSTRUCTIONS / OVERVIEW

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FOCUS is an online, interactive career and education planning system that combines self assessment, career exploration and decision making into one comprehensive program. It helps you map out a career path and select the right major area of study to support your career goals.

### FOCUS...

- integrates your interests, personality, values and skills assessment results
- identifies the Auburn major that matches your results
- helps narrow results to plan your education/career path
- stores your results in an online Student Portfolio

### CREATE ACCOUNT

- Go to **[auburn.edu/career/assessments](http://auburn.edu/career/assessments)**
- Click on “Create a FOCUS Account”
- Enter “auburn” as Key Code and complete personal info
- Work through sections (complete section or it won’t save)
- Use buttons within FOCUS; not the back browser button

### HOW TO LOG IN LATER

- Go to **[auburn.edu/career/assessments](http://auburn.edu/career/assessments)**
- Click on “Login to FOCUS”
- Enter user name / password (do not create a new account)

### COMPLETE THESE FOCUS SECTIONS

#### Career Readiness

- Career and Educational Goals
- Academic Strengths
- Your Career Planning Status
- Your Personal Development Needs

#### Self Assessment

- Work Interest Assessment
- Personality Assessment
- Skills Assessment
- Values Assessment
- Leisure Interest Assessment
- Narrow & Refine Results *See Your Top Career Choices*

#### Explore The Possibilities

- Search by Occupation Name or Industry
- What can I do with a major in ...?
- Compare Two Occupations Side by Side

#### Your Career Portfolio

- Review & Update Your Saved Careers
- Review & Update Your Saved Majors
- Review and Print Your Portfolio