## **CliftonStrengths® Instructions**

## Follow these instructions to take the CliftonStrengths® Assessment

- Go to: <u>https://my.gallup.com/direct/ac/A4J6T9X4K74FFH6J</u>
- Create your account (it will ask you to create a username and password).
- The Gallup system should email you a verification code.
- When you receive the verification code, enter it to complete setting up your account.
- Redeem your code: A4J6T9X4K74FFH6J
- Follow directions to complete the assessment.
- Please take the assessment only once. Should you have difficulty, please call the Gallup Help Center at (888) 486-9104. *Do not share the code or link with anyone else, as a limited number of assessments are available.*

## Here are a couple of tips for taking the assessment:

- Please give yourself 30-40 minutes of *uninterrupted* time to complete the assessment.
- There are 177 paired-choice questions.
- For example:

Start —			Finish	
Strongly Describes Me		Neutral		Strongly Describes Me
٩	•	0	0	•
I have a commitment to growth.			I have a commitment to my values.	
		Next		

- Please try and choose the side that describes you the best by selecting Strongly Describes Me or the next selection down. If either of the choices does not resonate with you, or you feel the same about both of them, please choose Neutral. The caution is to avoid overusing Neutral. Any responses where you choose Neutral are thrown out.
- You will only have 20 seconds to answer each question, and you cannot go back and change answers. Go with your gut reaction. There are no right or wrong answers.

## When you're finished

After you complete the assessment, please review your CliftonStrengths 34 report, paying attention to those items that are most true of you. *You will need to have access to your report during your orientation session.* 

If you encounter issues with your access code, please view the Gallup Strengths Center Help page.

For other questions, please contact admissions@allencollege.edu or (319) 226-2014.

