Instructions for Focus 2 Assessment

VANGUARD UNIVERSITY CAREER SERVICES

How to set up your account:

New Users:

- Click on the link Focus 2 to create your account on the Focus 2 website
- Once you access the above URL link, please click on the REGISTER button to begin the process
- Students will be prompted to complete a registration form to create their username and password to activate their focus 2 account. To complete the form, you will be required to enter the ACCESS CODE VULions.

Returning users:

- Click on the link Focus 2 to access your account by entering your unique username and password you previously created

NOTE: The username and password you create will be your login information each time you access your Focus 2 account moving forward.

Once your account is created and you are logged in:

View the self assessment section to explore the assessments below:

- Work Interest Assessment
- Personality Assessment
- Leisure Assessment
- Values Assessment
- Skills Assessment

NOTE: Students can combine their assessment results to create a list of best fit occupations to explore by selecting the "Combine Result Assessments" option in the Self Assessment Section.

How to review the summary of your assessment results:

- Students can access their assessment results by navigating to the results tab and clicking on the "review and print your portfolio" button.

Highly recommend meeting with a career advisor to discuss your results:

- Career Advising appointments are scheduled via VUConnect by visiting vanguard-csm.symplicity.com

CAREER SERVICES CONTACT INFO:
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Descriptions of Focus 2 Assessments

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Work Interest Assessment

The assessment will guide you through a series of questions in helping individuals to identify occupations of their interest in relation to activities and tasks you enjoy performing. You will be provided with your top three work interest Holland codes, which will serve as an opportunity to explore occupations and majors of your interests based on your top Holland Codes (i.e. Realistic, Investigative, Artistic, Social, Enterprising, Conventional).

Personality Assessment

The assessment helps individuals to learn more about their unique personality type. It provides an opportunity to continue assessing your career interests by matching them to occupations based on your personality preferences.

Leisure Assessment

The assessment enhances the opportunity to explore occupations in relation to your leisure preferences. The types of leisure activities one enjoys can be helpful in learning more about occupations/majors you might find interesting to explore further.

Values Assessment

The assessment helps individuals identify occupations that may provide a satisfying work environment and pinpoints what is important to them in a job.

Skills Assessment

The skills assessment provides an opportunity to explore career interests in relation to your skills.

Am I Career Ready Assessment

The assessment provides an opportunity to help you develop your competencies and prepare for success in the workplace.

TIPS

- Take the assessments in a quiet and uninterrupted space.
- Utilize the feature "Take Action" portion of your profile to document information related to your professional development. This will be helpful for you to reflect and gather information when updating your resume.
- Respond to the questions honestly and with the response that most accurately represents YOU.
- You can save majors and occupations that interest you when reviewing your results. You can access them in the results tab to view all of your saved information at once.