

## How to Take TypeFocus

TypeFocus is a short online assessment that helps identify your personality preferences. Once you confirm your four-letter type, learn how you interact with people of other types and application to career. In order to assure that your instructor has accurate results for you, complete the **four** steps listed below by:

Go to: <http://www.typefocus.com>

### 1. Go to New users

Complete the registration information. **ACCESS CODE: utk34** In the future, you will enter as a Returning User.

### 2. Click on Self-Assessments tab (on left or at top)

Complete the **Personality Assessment**. Answer quickly with your first impression.

### 3. Explore your personality type

Within **Self-Assessment: Personality**, there are several reports that provide information about your type. Explore your preferences and how they relate to possible career options in **Type Factors and Work**. You can also check for fit and select **Change** to read about other types and change your preferences.

### 4. Print your report

Within **Self-Assessment: Personality**, choose **Results** and click the yellow **Print Report button**. **Bring these results to your class/group interpretation.**

You will learn more about type and how it effects decision making, leadership, teamwork, etc. in your group/class presentation.

### OPTIONAL

Take the **Interests and Values** assessments; then **Explore Occupations** and **Set Goals**. If you seek additional feedback on your major/career interests, take the **Strong Interest Inventory**. Contact the office for login information.

Call the Center for Career Development at (865) 974-5435 if you have questions.