

Completing your **FOCUS 2** Career Assessment

First-Time FOCUS 2 users will begin by creating an account.

1. Navigate to the [FOCUS 2 account creation](#) page
2. When prompted for your access code, enter **eagles**

Create Your Focus 2 Career Account

**OZARKS TECHNICAL
COMMUNITY COLLEGE**

Ozarks Technical Community College Contact Information

Personal Details

* Required

YOUR ACCESS CODE (NEED HELP?) *

eagles

FIRST NAME *

LAST NAME *

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3. Complete all required fields

REMEMBER: Write down your username and password. You will need this information when working with your career exploration advisor.

Create Your Focus 2 Career Account

**OZARKS TECHNICAL
COMMUNITY COLLEGE**

Ozarks Technical Community College Contact Information

Personal Details

* Required

YOUR ACCESS CODE (NEED HELP?) *

eagles

FIRST NAME * LAST NAME *

Ozzy Eagle

EMAIL * CONFIRM EMAIL *

ozzy@otc.edu ozzy@otc.edu

PHONE *

4174476900

Account Information

USER NAME *

OzzyEagle

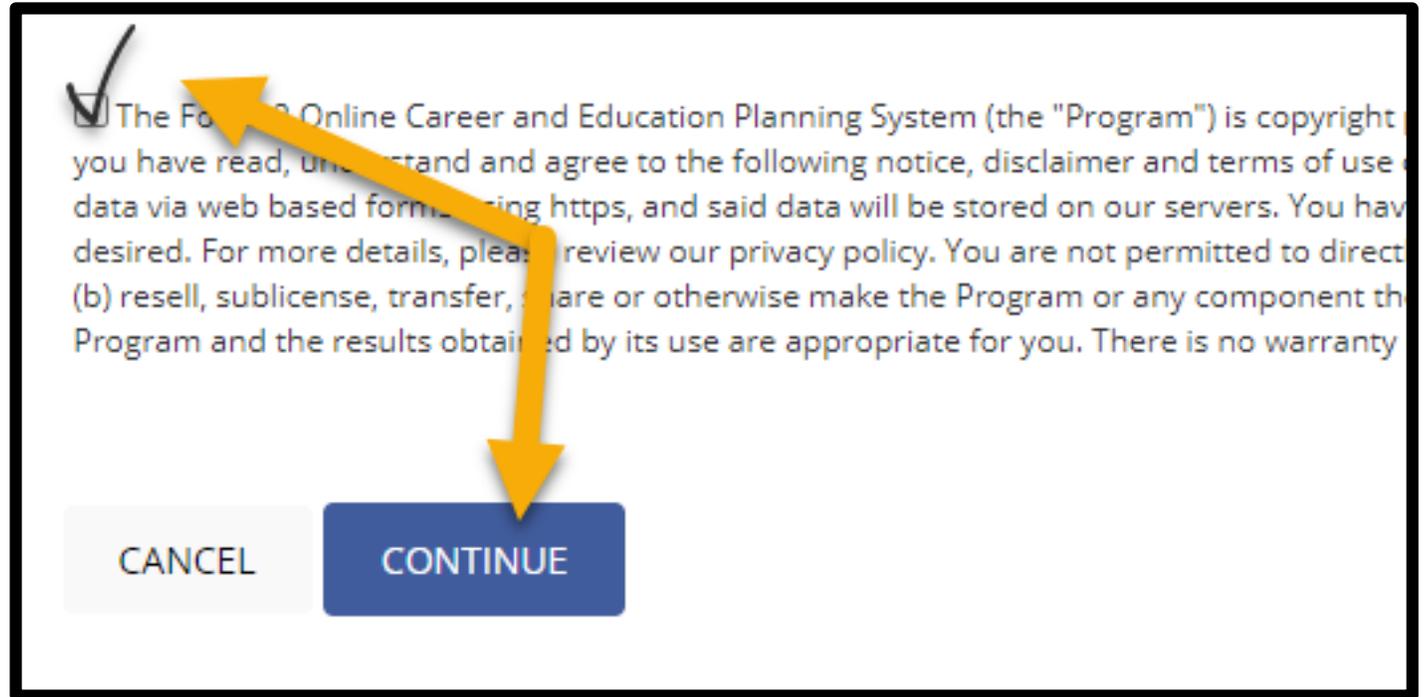
Your password must be at least 8 characters in length, contain both an upper and lower case letter and at least 1 number.

PASSWORD *

EaglesR#1

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4. Agree to FOCUS 2 terms of use by selecting the checkbox
5. Select **continue**



The FOCUS 2 Online Career and Education Planning System (the "Program") is copyright... you have read, understand and agree to the following notice, disclaimer and terms of use... data via web based forms using https, and said data will be stored on our servers. You have... desired. For more details, please review our privacy policy. You are not permitted to direct... (b) resell, sublicense, transfer, share or otherwise make the Program or any component th... Program and the results obtained by its use are appropriate for you. There is no warranty...

CANCEL CONTINUE

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6. Select and answer the security questions

7. Select **submit**

Add Security Questions

Security questions allow you to reset your login information.
Please complete any **2** questions below

SELECT YOUR QUESTION	ANSWER
<input type="text" value="What is the name of my first pet?"/>	<input type="text" value="Ozzy"/>
<input type="text" value="What is my favorite color?"/>	<input type="text" value="Blue"/>
<input type="text" value="WRITE YOUR OWN QUESTION"/>	<input type="text" value="ANSWER"/>
<input type="text" value="WRITE YOUR OWN QUESTION"/>	<input type="text" value="ANSWER"/>

SUBMIT



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Once your FOCUS 2 account has been created, you will be prompted to complete **8 short assessments**. Fully completing FOCUS 2 will take about 45 minutes.

The screenshot displays the user interface for the Ozarks Technical Community College Career Planning Foundations and Self Assessment. The page is titled "Ozarks Technical Community College Welcome Ozzy!" and includes a sub-header "Let's get started developing your personalized career and education plans!".

The interface is divided into two main sections:

- Career Planning Foundations:** This section contains three numbered cards (1, 2, and 3) with "START" buttons:
 - 1. My Career Planning Involvement (Icon: person with arrow)
 - 2. My Academic Strengths (Icon: books)
 - 3. Am I Career Ready? (Icon: checklist)
- Self Assessment:** This section is titled "Discover majors and occupations that match your personal attributes" and contains eight numbered cards (4-8) with "START" buttons:
 - 4. Work Interest Assessment (Icon: head with gears)
 - 5. Personality Assessment (Icon: tree)
 - 6. Leisure Assessment (Icon: car with bicycle)
 - 7. Values Assessment (Icon: zigzag pattern)
 - 8. Skills Assessment (Icon: gears)
 - Combine Assessments (0/5 Completed) (Icon: refresh)

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8. Select **start** on the assessment you would like to begin

The screenshot displays the 'Career Planning Foundations' interface. At the top, the title 'Career Planning Foundations' is centered. Below it, three main assessment options are presented in a row, each with a circular icon and a 'START' button:

- My Career Planning Involvement:** Represented by a blue circle with a white icon of a person jumping. A yellow arrow points to its 'START' button.
- My Academic Strengths:** Represented by a blue circle with a white icon of a stack of books. A 'START' button is located below the icon.
- Am I Career Ready?:** Represented by a blue circle with a white icon of a checklist. A 'START' button is located below the icon.

Below these options is a section titled 'Self Assessment' with the subtitle 'Discover majors and occupations that match your personal attributes'. This section contains two assessment cards:

- Work Interest Assessment:** Features a teal icon of a head with gears. A teal 'START' button is positioned to its right, with a yellow arrow pointing to it.
- Values Assessment:** Features a purple icon of a grid. A dark purple 'START' button is positioned to its right.

Additional assessment cards are partially visible at the bottom of the screen, including one with a red 'START' button and another with a green 'START' button.

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- Review the **rating scale** at the top of the page
- Read and respond to each prompt by **selecting the option** most reflective of you
- Select **continue** to repeat the process until you have responded to all prompts

Work Interest Assessment

TO WHAT DEGREE WOULD YOU ENJOY ... ⓘ

★ Not At All ★★ Slight Degree ★★★ Moderate Degree ★★★★★ High Degree ★★★★★ Very High Degree

... designing graphic art images and illustrations for advertising media?
★★★★★

... researching how fatigue affects airplane pilots' reaction time and judgment?
★★★★★

... leading and motivating a sales team's marketing activities?
★★★★★

... working in a national park to preserve its forests, wildlife and natural features?
★★★★★

... analyzing and evaluating a company's financial statements?
★☆☆☆☆

... designing theatre stage sets, lighting and special effects for plays or TV shows?
☆☆☆☆☆

CONTINUE

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12. Continue to the next assessment until you have fully completed FOCUS 2

IMPORTANT: You will have fully completed FOCUS 2 when all 8 assessments show a **results** option.

The screenshot displays the 'Career Planning Foundations' interface. At the top, there are three main sections: 'My Career Planning Involvement', 'My Academic Strengths', and 'Am I Career Ready?'. Each section has a 'START OVER', 'REVIEW', and 'RESULTS' button. The 'RESULTS' buttons are circled in yellow. Below this is the 'Self Assessment' section, which includes a subtitle 'Discover majors and occupations that match your personal attributes'. It features eight assessment cards: 'Work Interest Assessment', 'Values Assessment', 'Personality Assessment', 'Skills Assessment', 'Leisure Assessment', and 'Combine Assessments'. Each card shows a progress bar at 100% Complete and a 'RESULTS' button circled in yellow. The 'Combine Assessments' card shows '5/5 Completed' and a circular arrow icon.

Career Planning Foundations

My Career Planning Involvement

My Academic Strengths

Am I Career Ready?

Self Assessment

Discover majors and occupations that match your personal attributes

Work Interest Assessment
100% Complete

Values Assessment
100% Complete

Personality Assessment
100% Complete

Skills Assessment
100% Complete

Leisure Assessment
100% Complete

Combine Assessments
5/5 Completed