

GETTING STARTED WITH FOCUS 2

How to set up your account and log in to FOCUS 2

New Users:

Create your account by registering for FOCUS 2.

- **FOCUS 2 LOGIN:** <https://www.focus2career.com/Portal/Login.cfm?SID=626>
- The FOCUS 2 Access Code: spartan

Returning Users:






- Access your account anytime by entering your username and password on the log in page for FOCUS 2. The log in is cAse seNsitive.
- *If you forget your user name and password, go to the log in page to have it emailed to you.*

Things to Keep in Mind

- Use FOCUS 2 online on any phone, tablet, PC or MAC computer or IPAD anywhere, anytime.
- FOCUS 2 always saves your results. Use FOCUS 2 as often as you wish and in any order.
- Complete all sections in the Self-Assessment division for a greater amount of occupation and major options.
- You can change your mind about earlier choices, repeat a section and explore new options.
- Your results are stored online and are always available to you.
- Remember to save the majors and occupations that appeal to you as you review them.

The main menu layout mirrors the steps of the career planning process. Most students start at the top of the main menu and then work down through the FOCUS 2 tools.

FOCUSTM 2 CAREER

Student Dashboard	Description
<p style="text-align: center;">Welcome! Let's get started developing your personalized career and education plan!</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>My Career Planning Readiness</p> <p>START OVER</p> </div> <div style="text-align: center;">  <p>My Academic Strengths</p> <p>START OVER REVIEW RESULTS</p> </div> </div>	<p style="text-align: center;">A Great Starting Point</p> <p style="text-align: center;">An orientation to the career planning process.</p>
<p style="text-align: center;">Self Assessment Discover majors and occupations that match your personal attributes</p> <div style="display: grid; grid-template-columns: repeat(2, 1fr); gap: 10px;"> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Work Interest Assessment</p> <p>100% RESULTS Review Start Over</p> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Values Assessment</p> <p>0% START</p> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Personality Assessment</p> <p>0% START</p> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Skills Assessment</p> <p>100% RESULTS Review Start Over</p> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Leisure Assessment</p> <p>0% START</p> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Combine Assessments</p> <p>2/5 Completed</p> </div> </div>	<p style="text-align: center;">Valid & Reliable Self Assessments</p> <p style="text-align: center;">Assessment results identify occupations and majors at your college matching your personal attributes. Explore your options!</p>
<p style="text-align: center;">Explore the Possibilities Use these tools for ongoing career and education exploration</p> <div style="border: 1px solid #ccc; padding: 10px; margin-bottom: 5px;"> <p>What can I do with a major in ... at University of Vermont? ☺</p> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>Explore Any Area of Study ☺</p> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>Explore any Occupations ☺</p> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>Explore Occupations by Job Family ☺</p> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Compare 2 Occupations Side by Side ☺</p> </div>	<p style="text-align: center;">Additional Major & Career Exploration</p> <p style="text-align: center;">Explore suggested majors and navigate career options to make informed decisions.</p>
<p style="text-align: center;">Take Action Create a road map of your academic and career development activities</p> <div style="display: flex; justify-content: space-around; border: 1px solid #ccc; padding: 5px;"> <div style="background-color: #444; color: white; padding: 5px; border-radius: 5px;">My Education</div> <div style="background-color: #008080; color: white; padding: 5px; border-radius: 5px;">My Professional Development</div> </div>	<p style="text-align: center;">Academic & Career Plan</p> <p style="text-align: center;">Develop a road map to plan for your future.</p>
<p style="text-align: center;">Diane McCrudden's Career and Education Planning Results A summary of your assessment results and saved preferences</p> <div style="display: flex; justify-content: space-around; text-align: center;"> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;">  <p>My Saved Occupations</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;">  <p>My Saved Majors</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;">  <p>Review and Print My Portfolio</p> </div> </div>	<p style="text-align: center;">FOCUS 2 Career Portfolio</p> <p style="text-align: center;">Summary of your results with your individual comments & top choices.</p>
<p style="text-align: center;">Recommended Tools & Websites</p> <div style="display: flex; justify-content: space-around; border: 1px solid #ccc; padding: 5px;"> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;"> <p>Upcoming Events at University of Vermont</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;"> <p>Job Boards and Internship Opportunities</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 30%;"> <p>Links to Resources</p> </div> </div> <p style="font-size: small; text-align: center;">FocusTM 2 Copyright 2016 Career Dimensions®, Inc. All Rights Reserved</p>	<p style="text-align: center;">Resources & Links</p> <p style="text-align: center;">Visit these websites.</p>