

Muhlenberg's Strengths Based Campus Initiative

Instructions for accessing the online StrengthsQuest assessment:

1. Visit <http://www.strengthsquest.com>
2. On the upper-right hand corner of the main page, click Redeem Access Code.
3. On the Redeem Access Code page, type in the access code from your Capstone portal. NOTE: The verification code is not case-sensitive. (If you need help signing in, call the StrengthsQuest Help Desk at 1-888-211-4049 or e-mail strengthsquesthelp@gallup.com.)
4. Provide the following information on the Account Information page: First and last name, your **MUHLENBERG E-mail address**, a username, a password, an answer to a security question (e.g., What is your mother's maiden name?). Please also answer any additional questions that appear on the page.
 - Your username must be between 8 and 50 characters in length and contain no spaces.
 - Your password must be between 8 and 50 characters in length and meet two of the following criteria: contain uppercase letters, contain lowercase letters, contain numbers, or contain any of the following symbols: #, \$, !, &.
 - Please double check the spelling of your Muhlenberg email address. This is the email you are contacted at if you need to retrieve your password through the Gallup Log In tab.

BEFORE starting the assessment:

- If you have learning challenges where additional time would assist you in the completion of the assessment, **OR**
- If you should need assistance with JAWS or any other aid to complete the assessment, **OR**
- You would prefer to take the assessment in a language other than English, Please contact Gallup Client Support at: **1-888-211-4049**

5. Take the Clifton StrengthsFinder: Allow 45 minutes. If you lose your connection, click SIGN IN and enter your username and password; you will automatically be returned to where you left off.
 - At any time click the StrengthsQuest logo in the top left hand side of any page to come back to the landing page where you can see and share your Signature Theme report, journal about success and read the online StrengthsQuest book.
 - If you forget your username/password, on the lower-right corner of the StrengthsQuest.com Sign-In page, click the "Click for Account Assistance" link and enter your Muhlenberg email address. If you do not receive an email within 5 minutes, please call 1-888-211-4049.
 - Once you've completed the Clifton StrengthsFinder, please click DOWNLOAD under Signature Theme Report and print one copy to bring to Orientation.

Please note: As a part of the Strengths-based Campus Initiative", Muhlenberg College will store your name and Talent Themes. This information may be shared with other faculty and staff to help you in utilizing your talents and developing your strengths in all aspects of your college career.