

# Career Assessment Instructions for Indiana Career Explorer

1. Click on [Indiana Career Explorer](#) (or type in [www.IndianaCareerExplorer.com](http://www.IndianaCareerExplorer.com)) and click **“Create an Account”** in the upper right corner of the page.
2. On the Create a New Account page, select I am **“a junior high or high school student”**. Click the **“Next Steps”** button.
3. Select **“I need to create an account”** and **“I am a student”** then complete the Step 1 required fields. Select your current grade level and your high school graduation year. Enter your school name in the Site, Center, or Organization field. After identifying your school name click **“Next Step”**.
4. Complete Step 2 of the registration process by entering your first name, last name, your ZIP Code, Birth Date, Gender and email address or phone number. Click **“Next Step”**.
5. Complete Step 3 of the registration process by entering a Desired Username, Password, Confirm Password, select a Security Question and enter a Security Answer. Write your username and password down in a safe place where you will not lose it.
6. Complete Step 4 by indicating if you are Hispanic or Latino and your race. Read the terms and conditions. If you agree to them, check the box next to **“I have read and agree to the terms and conditions of use”**.
7. Click **“Sign me up”** to complete the process.

## Indiana Career Explorer Home Page

Once you have created your account, you will be directed to your Indiana Career Explorer home page to access the system’s tools and resources. Your home page also provides a link to your checklist, job search tools, recommended links and account information.

## Taking an Assessment

The first step in the educational and career planning process is learning about yourself. Click on and complete the **“Kuder Career Interests Assessment.”** Next, complete the **“Kuder Skills Confidence Assessment.”** Once you complete the assessments, use your results and other available tools to support your ongoing education and career exploration and planning.

## Logging In

To reenter your account, go to [www.IndianaCareerExplorer.com](http://www.IndianaCareerExplorer.com) and click **“Sign In”** in the top right corner. Sign in using your username and password.