

Instructions for Completing the SIGI³ Assessment Program

1. Go to the **Career Center website**: http://www3.citadel.edu/career_services/
2. Click on the **SIGI³ logo** (right side of screen).
3. On the right side of screen, type in the **Access Code: YOURPLAN** and whatever you wish to use for your **Desired ID** (e.g. your Lesesne Gateway Username). When you are finished, click **Start**.
4. **Fill in the form** that appears on the next page. Items in red are required. Enter a password (up to 10 characters, not case sensitive). Click **Continue** when you are finished.
5. When you have successfully created your new Sigi³ account, you will see the Welcome to SIGI³: Tips for using Sigi³ page. Read through these instructions and click **Continue** when finished.
6. Complete all 4 sections of the Self-Assessment section:
 - Values
 - Interests
 - Personality Type
 - Skills
7. When you are finished, login to TaskStream (www.taskstream.com), the E-Leadership Portfolio program.
8. Click on **E-Leadership Portfolio (Class of 2016)**.
9. Click on the **Career Development (Fourth Class)** and complete the questionnaire.

If you have any questions, please contact (843) 953-1616.