

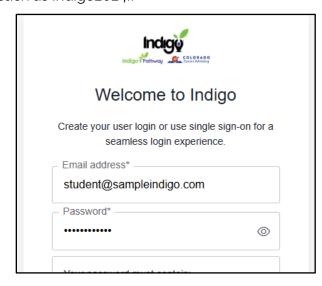
## Create a LaunchPad Account for a TTI Survey Taker

There are two specific use cases for this process: (1) When a student used their school's LP link to take a TTI survey, but for some reason their LP registration wasn't "completed" and doesn't recognize them. (2) When someone who has taken a TTI survey with us in the past wants access to LP and Pathway.

- 1. Open an incognito/private browser and go to indigolaunchpad.com/explore-pathway. Click the **Login to LaunchPad** button.
- On the next screen, click on **Sign Up** below the Continue button. DO NOT enter the email and password on this page.

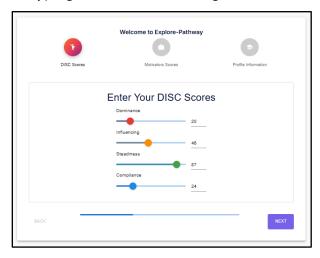


3. The next screen will look similar but will say "Create your user login or use single sign-on for a seamless login experience." at the top. Fill in the email that the individual used to take the TTI assessment. It must be the same email to connect to their TTI results. Also enter a temporary password, such as Indigo2024!!

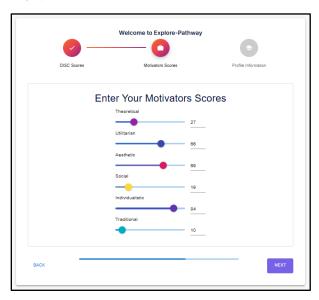




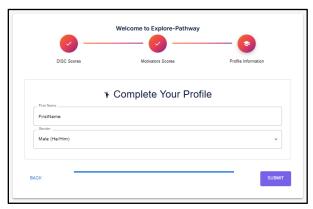
4. Enter the individual's DISC scores from their report or TTI information page. You can enter the scores by using the sliders, typing in a number, or using the arrows in each box. Click Next.



5. Enter the individual's Motivator scores from their report or TTI information page. You can enter the scores by using the sliders, typing in a number, or using the arrows in each box. Note that the order of Motivators on this screen will likely not be the same as the order in the individual's results. Click Next.

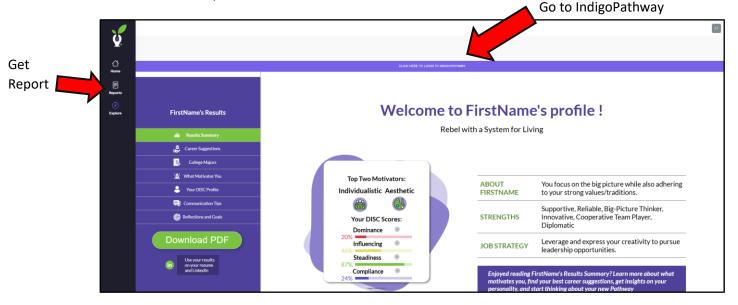


6. Enter the remaining profile information and select the gender for the results. Click Submit.





7. You will see the Explore tab of Indigo LaunchPad, with access to the full IndigoPathway through the purple banner at the top. You can also go to Reports on the left to see the individual's TTI report.



8. Send the student/teacher the email and temporary password to get into their results. Remind them to reset their password once logged in.

## Sample email:

I've created new accounts for the student(s) below to get into Launchpad. This will allow them to access the report from the survey they took with you and also have access to our career exploration platform.

When they go to https://indigolaunchpad.com/ they will need to provide the exact information below on the login screen. Also remind them to update their password.

Firstname Lastname Email: emailfromTTI@email.com

Password: Indigo2024!!