

My EVERYTHING User Guide

For Questions:

Contact@IntegrisPA.com





Create a New MyEverythingDiSC Account

You can setup a MyEverythingDiSC account after completing your Everything DiSC® assessment.
Contact your Everything DiSC administrator if you have any questions.

From the Assessment Site

1. Click the link in the email you received to open the website where you took your Everything DiSC assessment.

This email will help you get set up to take the Everything DiSC Profile assessment.

First, you'll be asked to create an account with an email and password or sign into your existing account. Then, you'll proceed to the assessment. To get started, click the following link:

[Take my assessment](#)

If you have trouble using the link above, go to <https://www.wiley-epic.com> and enter the Access Code shown here:

Please note:

1. This is your personal Access Code. Do not share it or this e-mail with others.
2. Once you create your account credentials (email and password), you will use them to access any future Report(s) associated with your account.

2. Enter the email address and password you created before taking your assessment and click **Sign In**.

Welcome back to your personalized learning experience!

Please enter your email address and password to complete your assessment.
Passwords are case-sensitive.

Email:

Password:

[Show](#)

[Sign In](#)

[Forgot your password?](#)

3. Click **Next**.
4. Enter your organization and click **Activate MyEverythingDiSC** to have an activation email sent to you.

Organization:

[Activate MyEverythingDiSC](#)

5. Click **Activate your account on MyEverythingDiSC** in the body of the email.

A MyEverythingDiSC account has been created for you!
Before you can sign in, you must first activate your account.

[Activate your account on MyEverythingDiSC](#)

6. Enter your email address and password used to complete your assessment and click **Sign In**.

Sign in
Welcome back

☐ Keep Me Logged In [Forgot Password?](#)

[Sign In](#)

7. Click **Skip for Now** to go to the home page or click **Go to account** to setup your account profile.

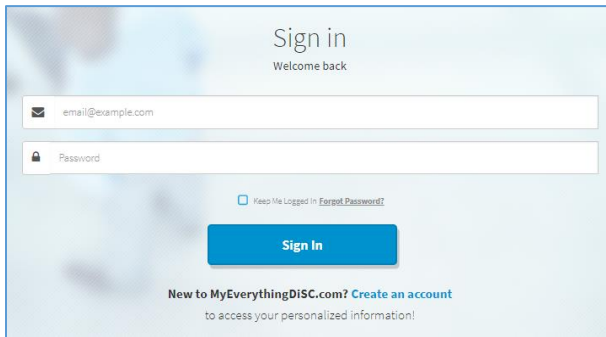
Welcome to MyEverythingDiSC.com!

We're pleased to introduce interactive learning tools that will help you better understand your DiSC Style – and provide you with personalized tips for working with others. For the best experience possible, we recommend you set up your account profile first.

[Skip for now](#) [Go to account](#)

From MyEverythingDiSC.com

1. Navigate to www.myeverythingdisc.com.
2. Enter your email address and password used to complete your assessment and click **Sign In**.



Sign in
Welcome back

☐ Keep Me Logged In [Forgot Password?](#)

Sign In

New to MyEverythingDiSC.com? [Create an account](#) to access your personalized information!

3. Click the link in the warning message to have an activation email sent to you.

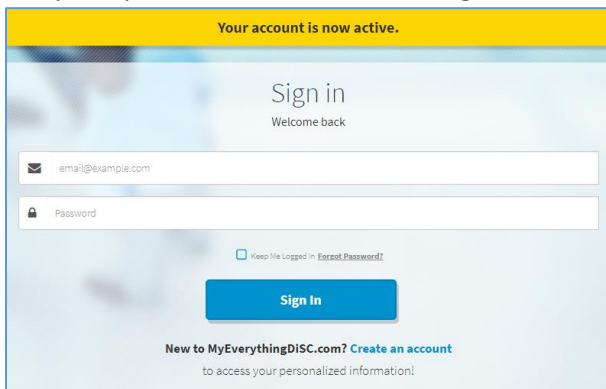
⚠ Account Not Activated
You must activate your account before you can log in. If you would like to activate it, [click here](#).

4. Click **Activate your account on MyEverythingDiSC** in the body of the email.

A MyEverythingDiSC account has been created for you! Before you can sign in, you must first activate your account.

[Activate your account on MyEverythingDiSC](#)

5. Enter your email address and password used to complete your assessment and click **Sign In**.



Your account is now active.

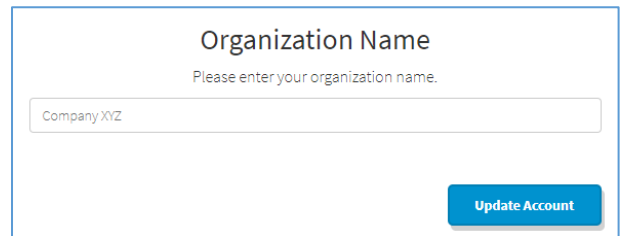
Sign in
Welcome back

☐ Keep Me Logged In [Forgot Password?](#)

Sign In

New to MyEverythingDiSC.com? [Create an account](#) to access your personalized information!

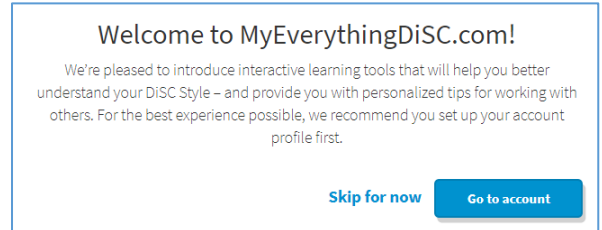
6. Enter your organization name and click **Update Account**.



Organization Name
Please enter your organization name.

Update Account

7. Click **Skip for Now** to go to the home page or click **Go to account** to setup your account profile.



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[Skip for now](#) **Go to account**

Changes for MyEverythingDiSC in Response to GDPR

In order to be GDPR-compliant, privacy options cannot be turned on or enabled when new users activate MyEverythingDiSC accounts. This means the following options will be disabled by default:

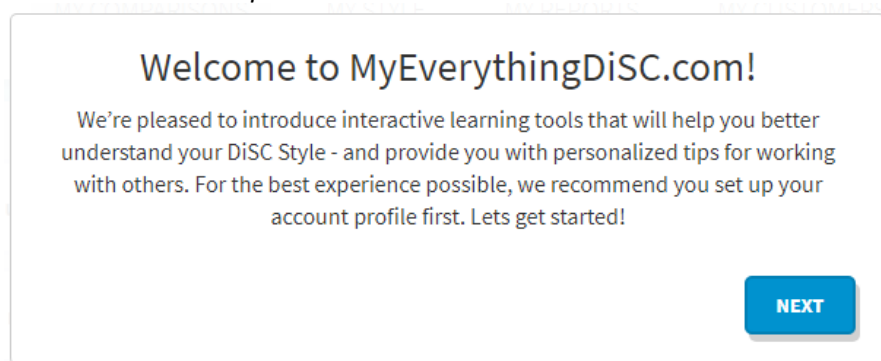
- Allow others to search for me by name or email address
- Notify me when I receive invitations to Compare
- Notify me when someone accepts my invitation to Compare
- Notify me when there are updates to MyEverythingDiSC

These changes are applicable to new accounts only. No changes to the settings of existing accounts will be made. New users must enable the various options to experience the full functionality of MyEverythingDiSC.

How this works:

A new participant finishes an assessment that has MyEverythingDiSC and My Comparisons enabled. The participant is directed to enter an organization and activate MyEverythingDiSC. After activating and logging into the site, participants see the three-step welcome modal pictured below.

Welcome Modal: Step 1

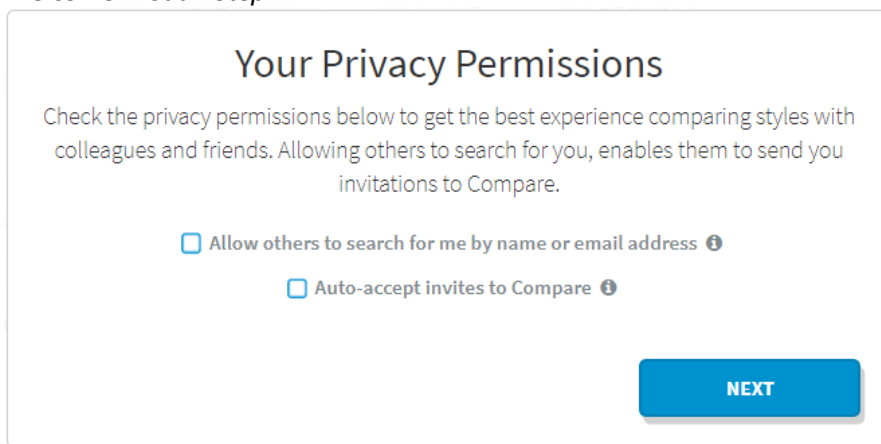


Welcome to MyEverythingDiSC.com!

We're pleased to introduce interactive learning tools that will help you better understand your DiSC Style - and provide you with personalized tips for working with others. For the best experience possible, we recommend you set up your account profile first. Lets get started!

NEXT

Welcome Modal: Step 2



Your Privacy Permissions

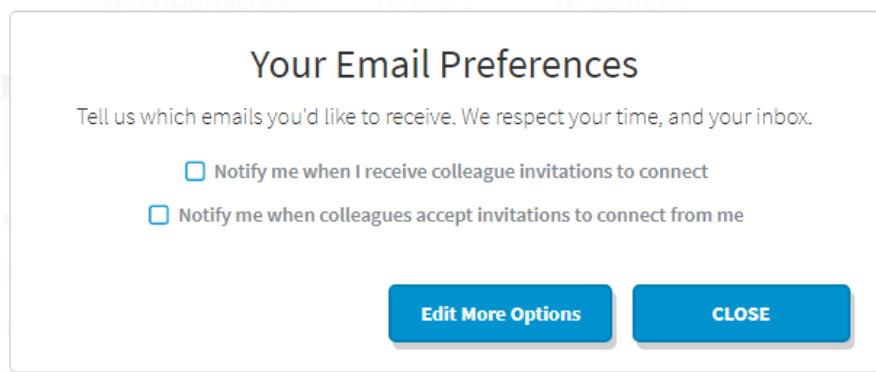
Check the privacy permissions below to get the best experience comparing styles with colleagues and friends. Allowing others to search for you, enables them to send you invitations to Compare.

☐ Allow others to search for me by name or email address ⓘ

☐ Auto-accept invites to Compare ⓘ

NEXT

Welcome Modal: Step 3



Your Email Preferences

Tell us which emails you'd like to receive. We respect your time, and your inbox.

☐ Notify me when I receive colleague invitations to connect

☐ Notify me when colleagues accept invitations to connect from me

[Edit More Options](#) [CLOSE](#)

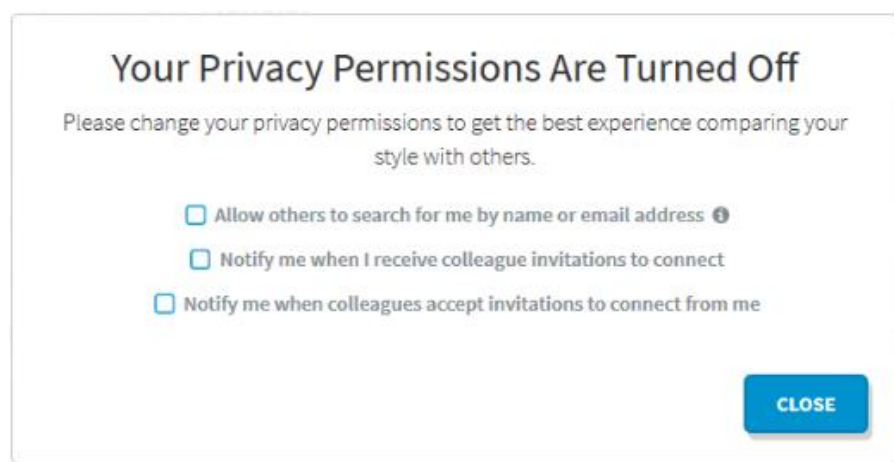
Note that if access to MyEverythingDiSC and My Comparisons is enabled after a participant has already created an account, then the participant will not see the 3-step welcome modal. They will see the permissions modal with all options displayed and unchecked. (See “If User Checks No Options” below.)

If User Selects All Options

If the participant checks “Allow others to search for me by name or email address” (in Step 2) and one or both of the email notification options (in Step 3), they will not see any further prompts. As always, they can change their security settings and/or email options at any time by going to [My Account](#).

If User Selects No Options

On the other hand, if the participant does not check any of the options presented and later clicks the [Invite Others to Compare](#) button, they will see this permissions modal.



Your Privacy Permissions Are Turned Off

Please change your privacy permissions to get the best experience comparing your style with others.

☐ Allow others to search for me by name or email address ⓘ

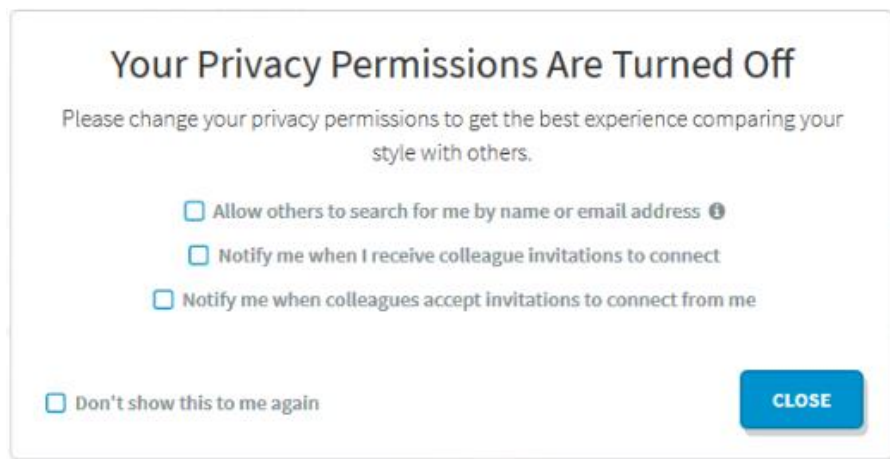
☐ Notify me when I receive colleague invitations to connect

☐ Notify me when colleagues accept invitations to connect from me

[CLOSE](#)

If the participant closes the permissions modal without checking any of the options, they will be able to invite others to compare, but they will not receive notifications regarding that invitation nor invitations from others to compare, and they will not be discoverable by other participants.

On subsequent clicks of the [Invite Others to Compare](#) button, the inviting participant will again see the permissions modal. At this point, they will have the option to ignore the permissions modal by checking the “Don’t show this to me again” box, as shown below.



Your Privacy Permissions Are Turned Off

Please change your privacy permissions to get the best experience comparing your style with others.

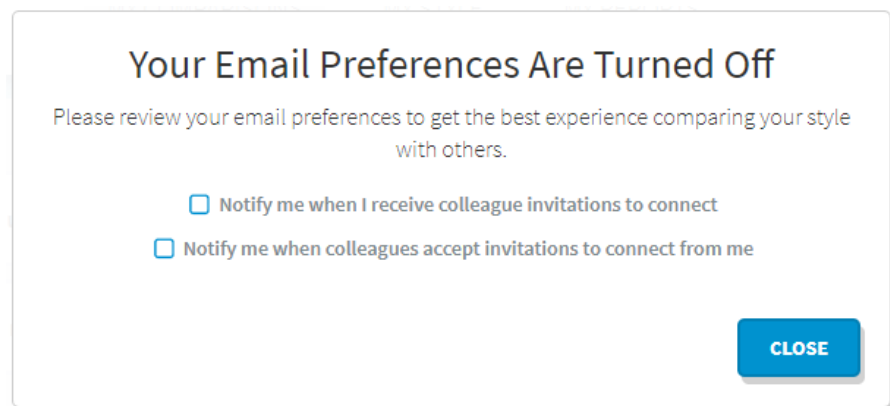
- ☐ Allow others to search for me by name or email address ⓘ
- ☐ Notify me when I receive colleague invitations to connect
- ☐ Notify me when colleagues accept invitations to connect from me

☐ Don't show this to me again

CLOSE

If User Selects Some Options

If the participant checks the “Allow others to search for me by name or email address” option but not either of the comparison email notification options, they will see the permissions modal allowing them to change their email preferences.



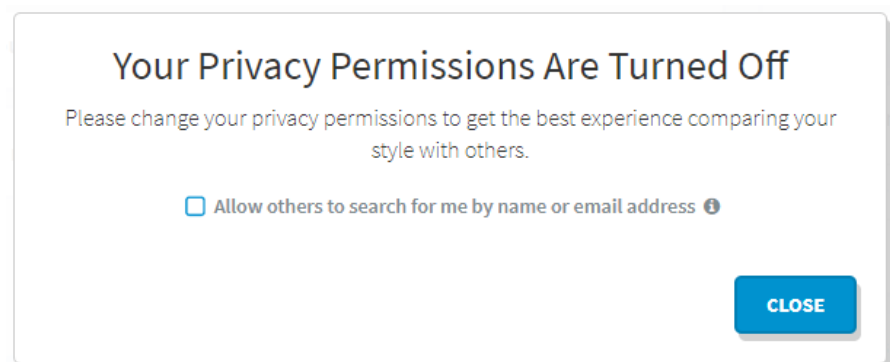
Your Email Preferences Are Turned Off

Please review your email preferences to get the best experience comparing your style with others.

- ☐ Notify me when I receive colleague invitations to connect
- ☐ Notify me when colleagues accept invitations to connect from me

CLOSE

Likewise, if the participant checks one or both of the comparison email notification options but not the “Allow others to search for me by name or email address” option, they will see the permissions modal allowing them to change their privacy setting.



Your Privacy Permissions Are Turned Off

Please change your privacy permissions to get the best experience comparing your style with others.

- ☐ Allow others to search for me by name or email address ⓘ

CLOSE

Once a MyEverythingDiSC participant has checked (1) the option to be searchable and a least one of the comparison notifications messages or (2) the “Don’t show this to me again” box, they will no longer see any version of the permissions modal.