

## Intelink Account Setup & Survey Access Instructions

Please follow the steps below to ensure your Intelink profile is active before attempting to access the readiness assessment survey.

Step	Action	Description
1	Navigate to Intelink	Open your web browser and go to the Intelink homepage ( <a href="https://www.intelink.gov">https://www.intelink.gov</a> ).
2	Authenticate via CAC	Select your standard DoD Common Access Card (CAC) authentication certificate and enter your PIN when prompted.
3	Accept Warning Banner	Read and accept the standard DoD Information System warning banner to proceed to the site.
4	Verify / Create Profile	If this is your first time logging in, you will be prompted to create your Intelink Passport profile. Ensure your rank, unit, and email address are accurate, then save your profile.  <b>(NOTE: if not prompted, click on “help” at the top right, then click “my identity”)</b>
5	Access the Survey	Once your profile is active and you are logged in to Intelink, click the direct survey link provided in the dissemination email to begin the assessment.