



Instructions for Taking the WRTA

1. Go to www.welchtherapyinstitute.com
2. Click **My Library**
3. If not logged in, enter your username and password and click **Submit**
4. In your Library, click **Open** next to the resource
5. Below the banner, click **Handbook Download**
6. Scroll down and on the right-hand side, click the **PDF** link
7. Save the file to your hard drive for future use and reference
8. Click the **Back** button/arrow in your browser to go back to the main page of the WRTA
9. Click **Open My Assessment**
10. Review the Terms of Service and click **Yes - I Agree**
11. Enter the Facilitator Code you were provided
12. Click **Activate Your Account**
13. Click **Continue to My Assessments**
14. To enter Family or Group Name, if desired, click **Add Details**, enter the name and click **Save Settings**
15. For Person, click **Add Person Details**
16. Enter your name, sex, and birth year
17. Click **Save**
18. Click **Begin** and answer assessment questions
19. If you are taking the WRTA as a couple, provide your username (email) and password to your companion with these instructions:
 - a. Go to www.welchtherapyinstitute.com
 - b. Click **My Library**
 - c. Login using your companion's email address and the password
 - d. Follow steps 4 – 18 above
20. After taking the assessment, you can view your results anytime by doing the following:
 - a. Go to www.welchtherapyinstitute.com
 - b. Click **My Library**
 - c. If prompted, login using your email address and the password you created at www.welchrta.com
 - d. In your Library, click **Open** next to the Welch Responsive Temperament Assessment product
 - e. Click **Open My Assessment**