# Interpersonal Leadership Dispositions Assessment (ILDA) Quick Start Guide for Educational Leadership Candidates

The GaPSC Interpersonal Leadership Dispositions Assessment (ILDA) is an application for assessing the frequency with which educational leaders demonstrate behaviors consistent with the dispositions of fully effective leaders. As a part of your Educational Leadership program, you will be asked to complete a self-assessment and invite others to rate your interactions across 25 dispositional behaviors.

**Follow these steps to create your account and start utilizing the ILDA:**

1. Using **\*Chrome** as your web browser, navigate to https://leaders.gapsc.org

2. **Create an Account**. Click the <u>**Sign Up**</u> link near the top, right corner of the window.

3. From the <u>Program Provider</u> drop-down, select your college/university or RESA.

4. From the <u>Instructor</u> drop-down, select the name of the faculty member that prompted you to create this account.

5. Select your <u>Cohort</u> from the list of options.

6. Enter your work/school <u>E-mail</u> address.

7. Enter a <u>password</u>. Passwords must contain 13 characters and must include one of each of the following: Capital letter, lowercase letter, and number.

8. Complete all other required fields (indicated by \*).

9. Click **Submit** near the bottom, right corner of the window.

| | |
|---|---|
| [See Instructions] | Candidate Help Guide |

\* Required Fields

* Program Provider: -- Select a Provider --
* Instructor:
Cohort:
*E-mail:
*Password:
*Re-enterPassword:
*First Name:
 Middle Name:
*Last Name:
 Address:
*School:
*School District:
Department:
*Position:

10. Wait for your Instructor to verify your account.

11. After your Instructor verifies your account, login at https://leaders.gapsc.org using the credentials you created in steps 6 and 7, then complete the self-assessment.

12. Enter the email addresses of up to 17 others, click **Send Links**, and they will receive an email asking them to complete the assessment on your behalf.

    The 17 individuals you can invite to rate your dispositions include those in the following roles: Your faculty supervisor, your mentor at work, up to five co-workers, up to five direct reports, and up to five others.

After the ratings have been submitted, your faculty supervisor or Instructor will generate and share with you a series of reports showing all the ratings. You will use this report to reflect upon your leadership dispositions and identify areas for growth and development.

**\*If you use any other browser, the link https://leaders.gapsc.org may produce an error message.**