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DISC Personality Profiling for

Introduction

Your report uses the DISC Personality System. The DISC Personality System is the universal language of behavior. Research has shown that behavioral characteristics can be grouped together in four major groups. People with similar styles tend to exhibit specific behavioral characteristics common to that style. All people share these four styles in varying degrees of intensity. The acronym DISC stands for the four personality styles represented by the letters :

- D = Dominant, Driver
- I = Influencing, Inspiring
- S = Steady, Stable
- C = Correct, Compliant

Knowledge of the DISC System empowers you to understand yourself, family members, co-workers, and friends, in a profound way. Understanding behavioral styles helps you become a better communicator, minimize or prevent conflicts, appreciate the differences in others and positively influence those around you.

In the course of daily life, you can observe behavioral styles in action because you interact with each style, to varying degrees, everyday. As you think about your family members, friends and co-workers, you will discover different personalities unfold before your eyes.

- Do you know someone who is assertive, to the point, and wants the bottom line?

Some people are forceful, direct, and strong-willed.

This is the D Style

- Do you have any friends who are great communicators and friendly to everyone they meet?

Some people are optimistic, friendly, and talkative.

This is the I Style

- Do you have any family members who are good listeners and great team players?

Some people are steady, patient, loyal, and practical.

This is the S Style

- Have you ever worked with someone who enjoys gathering facts and details and is thorough in all activities?

Some people are precise, sensitive, and analytical.

This is the C Style

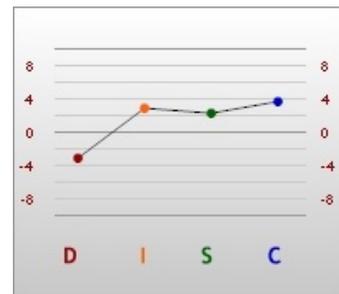
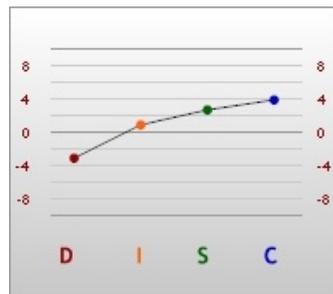
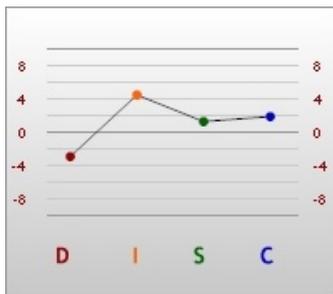


The chart below helps put the four dimensions of behavior into perspective.

	D = Dominant	I = Influencing	S = Steady	C = Compliant
Seeks	Control	Recognition	Acceptance	Accuracy
Strengths	Administration Leadership Determination	Persuading Enthusiasm Entertaining	Listening Teamwork Follow-Through	Planning Systems Orchestration
Challenges	Impatient Insensitive Poor Listener	Lack of Detail Short Attention Span Low Follow-Through	Oversensitive Slow to Begin Dislikes Change	Perfectionist Critical Unresponsive
Dislikes	Inefficiency Indecision	Routines Complexity	Insensitivity Impatience	Disorganization Impropriety
Decisions	Decisive	Spontaneous	Conferring	Methodical

Because human personality is comprised of varying intensities of the four behavioral styles, the DISC graph helps make the personality style more visual. The DISC graph plots the intensity of each of the four styles. All points above the midline are stronger intensities, while points below the midline are lesser intensities of DISC characteristics. It is possible to look at a DISC graph and instantly know the personality and behavioral characteristics of an individual.

Below are your three DISC graphs, and a brief explanation of the differences between the graphs.



DISC graph 1 represents your "public self" (the mask)

This graph displays the "you" others see. It reflects how you perceive the demands of your environment, and your perception of how you believe others expect you to behave.

DISC graph 2 represents your "private self" (the core)

This graph displays your instinctive response to pressure, and identifies how you are most likely to respond when stress or tension are present. This would be your instinctive reaction.

DISC graph 3 represents your "perceived self" (the mirror)

This graph displays the manner in which you perceive your typical behavior. It could be referred to as your self perception. Although at times you may be unaware of the behavior you use with other people, this graph shows your typical approach.

Description

understanding your style

Xxx's style is identified by the keyword "Mediator".

XXX, as a Mediator style, is a people-oriented individual who is able to combine correctness with loyalty. Mediators tend to be sensitive and have high standards. They like stability and are goal oriented. They need social recognition and personal attention. XXX is friendly, enthusiastic, informal, talkative, and may worry too much about what other people think. Mediators reject aggression; they desire a harmonious environment. They tend to intellectualize on various subjects. XXX is an excellent fact-finder and will make sound decisions after the gathering of facts and supportive data.

XXX wants to be accepted as a member of the team and likes to know exactly what is expected before starting new projects. Mediators are conscientious people who persuade others through logic and emotion. They need to be careful not to be overly enthusiastic or too talkative; they may get sidetracked and not finish what they set out to do. A mediator is very conscious about the quality of their work and expects that they will receive social approval for a "job well done". XXX is sensitive to the people around and will do the best job possible to make the environment pleasing for others. XXX has excellent communication skills and can influence people by knowledge of facts and ability to analyze people and situations.

XXX is equipped with the ability to act as a dominant leader if the parameters of authority are clearly defined. Under such a scenario, Mediators can make sound decisions yet be in tune to the people around them. XXX does not initiate confrontation but has the ability, when confronted, to use logic to win the case. Mediators have exceedingly high standards, and may be their own worst enemy when it comes to evaluating work completed.

Because this individual cares about how others feel,XXX may feel uncomfortable making decisions that strongly affect others. An encourager to others, XXX promotes involvement in the decision-making process and prefers to work in a team role. Others tend to see them as agreeable and humble.

XXX is an optimistic individual. They are the type of person who loves exploring new places or things and a wide variety of experiences. A natural charisma is displayed that draws and charms others. XXX is a very encouraging person; others find them inspirational and lively.

A loyal friend, XXX is patient and caring when attending to the needs of others. This is usually an even-paced individual who thrives in a peaceful, harmonious environment. XXX tends to be quite predictable, sticking with proven, reliable methods of dealing with situations rather than taking chances with a new, unproven approach.

Systematic and detailed, XXX focuses on processes. Others see this individual as practical and logical. XXX tends to be sensitive to criticism, but prefers to internalize emotions rather than expose them. XXX likes to clarify expectations before undertaking new projects because of the hard work they will do to meet those standards.

Enthusiastic, optimistic
Practical, uses common sense
Very people oriented
Creative, artistic

General Characteristics

Flattery, praise, popularity, and acceptance
A friendly, non-confrontational environment
Ability to have a balance between work and social activities
Ability to be expressive and creative

Motivated By

Knowing what is expected
An open forum to express ideas
Clearly defined goals and parameters
A non-competitive, non-confrontational, friendly environment

My Ideal Environment

Historical Characters

Famous people who share your personality

Abraham Lincoln

1809-1865

16th President of the United States

Perhaps one of the greatest symbols of American democracy, Lincoln was a man who was sensitive to the plight of unfortunate people and had a deep desire to make their circumstances better. It was this concern for people that drove many of the decisions which Lincoln made; freeing the slaves, caring for the state of the Union, deeply desiring the reconciliation of the North and the South once the Civil War had come to an end. Lincoln defined the war in terms of national integrity, not anti-slavery. He had a heart for both sides of the issue, and accounts abound of his caring interaction with prisoners of war and wounded soldiers. Demonstrating the desire to avoid confrontation whenever possible, he intended to re-unite the North and the South on the easiest possible terms after the war. Unfortunately, he was felled by Booth's bullet before he could bring this task to pass.

"I never had a policy; I have just tried to do my very best each and every day. What I do say is that no man is good enough to govern another man without that others consent."

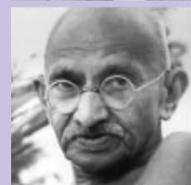
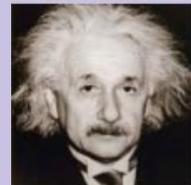
Jimmy Carter

1924-present

39th President of the United States

Formerly a Georgian legislator and Governor, Carter won the Democratic Presidential nomination of 1976, narrowly beating Gerald Ford in the election. His people-oriented style and his friendly, informal ways had opened the doors of the White House to him. Demonstrating the desire to accomplish a task with a team while maintaining a stable, harmonious environment, Carter had promised an open and progressive government responsive to the public. The Mediators sensitivity to the people around them cause them to try and make the environment pleasing to others. This was perceived as vacillation by many and hindered Carter's effectiveness as President. His skills at seeking resolution to difficult relational challenges was demonstrated when he brokered the historic Camp David agreements between Israel and Egypt in 1979.

"You can do what you have to do, and sometimes you can do it even better than you think you can."



Communicating

with the Mediator style

Remember, a Mediator may want:

- Social esteem and acceptance, clear definition of what is expected, a team environment, positive, low-stress working conditions, recognition for abilities, clearly defined parameters

Greatest fear:

- Criticism, social rejection, conflict

When communicating with XXX, a Mediator, DO:

- Build a favorable, friendly environment
- Give opportunity for them to verbalize about ideas, people and their intuition
- Give adequate information for informed decisions
- Share testimonials from others relating to proposed ideas
- Allow time for stimulating, social activities
- Develop a team atmosphere and a participative relationship
- Create incentives for their quality work

When communicating with XXX, a Mediator, DO NOT:

- Eliminate social time
- Do all the talking
- Ignore their ideas or accomplishments
- Be overly critical

While analyzing information, XXX, a Mediator may:

- Balance outcome between task and relationships
- Need more details and information
- Want to know exactly what are their expected goals and results
- Be creative in problem solving

Motivational Characteristics

- **Motivating Goals:** Accomplishing tasks with a team
- **Evaluates Others by:** Ability to communicate and think logically
- **Influences Others by:** Friendliness, flexibility
- **Value to Team:** Adaptable, personable, careful
- **Overuses:** Position, frustration
- **Reaction to Pressure:** Overly sensitive, restless, frustrated
- **Greatest Fears:** Rejection, loss of security, criticism
- **Areas for Improvement:** Increase directness, increase follow through, lower expectations



Communicating
with the Mediator style

Knowledge comes, but
wisdom lingers.

- Alfred Lord Tennyson

Communicating

with the Mediator style

Value to the group:

- Creative problem solver
- "Hands on" manager
- Good leader if parameters are clearly defined
- Very relational and approachable

Mediators possess these positive characteristics in groups

- Instinctive communicators
- Participative managers who influence and inspire
- Great team player, loyal to team goals
- Produce high quality work
- Create an atmosphere of well-being
- Enthusiastic, has a positive attitude
- Provide direction and leadership
- Express ideas well, very relational
- Work well with other people, very accepting of others
- Make good spokespersons
- Will offer opinions
- Accomplish goals through people
- Good sense of humor
- Strong in brainstorming sessions

Personal growth areas for Mediators

- Find a balance between work and social activities
- Exercise control over your actions, words and emotions
- Do not take criticism personally
- Do not be afraid of taking risks or making decisions
- Do not shy away from demanding roles or competitive environments
- Concentrate on following through with tasks



Communicating
with the Mediator style

You can have brilliant ideas, but if you can't get them across, your ideas won't get you anywhere.

- Lee Iacocca

Communication Tips

relating to others

Your C, I and S plotted above the midline, your style is identified by the keyword "Mediator".

This next section uses adjectives to describe where your DISC styles are approximately plotted on your graph. These descriptive words correlate as a rough approximation to the values of your graph.

D -- Measures how decisive, authoritative and direct you typically are. Words that may describe the intensity of your "D" are:

- **WEIGHS PROS & CONS** Consider both sides of an issue
- **UNOBTRUSIVE** Does not force oneself upon others without invitation
- **CONSERVATIVE** Tending to preserve established traditions
- **PEACEFUL** Not quarrelsome; free from disorder; calm, quiet

I - Measures how talkative, persuasive, and interactive you typically are. Words that may describe the intensity of your "I" are:

- **SELF-PROMOTING** Ability to advance oneself in popularity
- **TRUSTING** Firm belief in honesty, integrity, faith
- **INFLUENTIAL** Having great influence; powerful; effective
- **AFFABLE** Easy to approach and talk to; pleasant and polite
- **SOCIAL** Enjoys the company of others; friendly; agreeable; informal

S -- Measures your desire for security, peace and your ability to be a team player. Words that may describe the intensity of your "S" are:

- **SERENE** Undisturbed; calm; tranquil; quiet
- **POSSESSIVE** Feeling of ownership; desire for possessions
- **INACTIVE** Not inclined to act; idle; dull; inert
- **RELAXED** Made looser, or less firm and tense

C -- Measures your desire for structure, organization and details. Words that may describe the intensity of your "C" are:

- **PERFECTIONIST** One who strives for completeness and flawless accuracy
- **ACCURATE** Careful and exact; free from errors
- **FACT-FINDER** A searcher for truth; reality
- **DIPLOMATIC** Tactful
- **SYSTEMATIC** According to a system; orderly



Communication Tips
relating to others

The only way to
change is by changing
your understanding.

- Anthony De Mello

Communication Tips

how you communicate with others

How You Communicate with Others

Please return to the "Communicating" section of this report and review the communicating "DO" and "DO NOT" sections for your specific style. Reviewing your own communication preferences can be an eye-opening experience or simply confirmation for what you already know to be true. Either way, you have your communication characteristics in writing. This information is powerful when shared between colleagues, friends, and family. Others may now realize that some approaches do not work for your style, while other ones are received well by you. Equally important is that you now see that THE WAY YOU SAY SOMETHING can be as important as WHAT IS SAID. Unfortunately, we all have a tendency to communicate in the manner that we like to hear something, instead of the method another person prefers.

Your style is predominately a "C" style, which means that you prefer receiving information that gives you enough details to make an informed decision. But, when transferring that same information to a client or co-worker, you may need to translate that into giving them just the end results, or even telling them in a manner that is more experiential and less detail oriented. More detail may not necessarily be better when communicating to some other personality styles.

This next section of the report deals with how your style communicates with the other three dominant styles. Certain styles have a natural tendency to communicate well, while certain other styles seem to be speaking different languages all together. Since you are already adept at speaking your "native" language, we will examine how to best communicate and relate to the other three dominant languages people will be using.

This next section is particularly useful for a dominant "C" style as you may have the tendency to give many facts and details, while others are making decisions based more on their "gut" reaction, or on one or two of the most important details.

The Compatibility of Your Behavioral Style

A "C" and a "D" must be careful not become too detail oriented or too demanding, respectively. However, a "C" provides the detail attention the "D" needs, but must remember to answer based on what the end result will be rather than talk about the process. The "C" and the "I" work well together as their strengths tend to complement one another. In relationships there can sometimes be conflicts as the "C" is more detail oriented and has less of a need to be constantly involved in new or changing social environments. The "C" and the "S" complement each other and work well together, as each style prefers to work at a pace that provides for accuracy. Also, both styles like to work on something together until completion, while the "I" and the "D" has a tendency to multitask rather than focus on one area until completion.

Two "C"s work well together and also are compatible socially as both will want to make decisions and choices based on careful selection.



Communicating
with others

Speech is the mirror
of the soul; as a man
speaks, so is he.

- Publilius Syros

Communication Tips

compatibility of your behavioral style

How the "C" Can Enhance Interaction with Each Style

C with D

C's tend to view High D's as argumentative, dictatorial, arrogant, pushy and impetuous. Your tendency will be to become defensive, and refer to an external authority to deflect the D's demands. If you are not careful, there will be tension in the relationship. You'll focus on details while the D sees only the "big picture".

Relationship Tip: Develop direct communication and learn to deal with issues in a straightforward manner. Negotiate commitments and goals on an equal basis. Use summary data in communication.

C with I

You will tend to view the High I as egotistical, superficial, overly optimistic, glib, overly self-assured and inattentive. You may view I's as overbearing, and appeal to external authority to deflect their demands, too. You'll tend to point out possible dangers and problems; and will insist on providing facts and details; but don't overwhelm the I with data.

Relationship Tip: Be friendly and complimentary, I's truly desire relationships and are not as superficial as you believe them to be. Listen to their ideas and applaud their accomplishments.

C with S

C's will tend to view S's as impassive, apathetic, too accepting, lenient, possessive, complacent and nonchalant. You will agree with S's on the importance of cooperation and the need for caution in the face of risk, especially when making decisions; but you'll likely feel that the S is not precise enough.

Relationship Tip: S's appreciate a relaxed, slowly developing relationship, but they will focus more on the personal aspects than you will. Allow yourself to appreciate personal details. Also, show appreciation for tasks that are well done by praising them, not the accomplishment.

C with C

You will most likely view other C's as perfectionists who are accurate, thorough, systematic and agreeable. Since you both favor attention to detail, you will work well together. When working with another C, you will each tend to cooperate and develop extensive control systems for projects. High C's often allow their concern for being correct override their concern for meeting deadlines; and two C's will frequently compete to see who is "more correct".

Relationship Tip: Be natural and go at a slow pace; talk about facts and details. Be certain to remove any apparent threats to your relationship. Plan carefully and be well prepared for meetings with one another. Accept and encourage one another's doubts and questions. Be certain that you give each other ample time to consider data before asking for decisions.



Enhance
Communication

Communication works
for those who work at
it.

- John Powell

Communication Tips Worksheet

Changes in your graphs indicate your coping methods. The human personality is profoundly influenced by changes in our environment. Typically, people change significantly from graph one to graph two as a result of stressors or environmental changes. Recognizing the differences or changes between these two graphs helps us understand our instinctive coping mechanism, and indicates how to better adapt in the future.

Instructions: Each of your graphs illuminates different aspects of your personality. A closer look at those changes reveals valuable insights. Please refer to both graphs (if necessary, reference data throughout your profile). Compare the D, I, S, and C points on graphs one and two. Finally, read the analysis of your answers, and consider how your environment affects your decisions, motivations, actions and verbal messages.

D Changes:

Compare graphs 1 and 2. When you look at graph 2, is your "D" higher or lower than the "D" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires more control in stressful situations. If the D goes up considerably, you can become very controlling when you become stressed. A lower value indicates someone who desires less control in stressful situations. If the D goes down considerably, you may want someone else to lead you and you will follow.

I Changes:

Compare graphs 1 and 2. When you look at graph 2, is your "I" higher or lower than the "I" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires more social influence in stressful situations. If the I goes up considerably, you may try to use your communication skills to smooth things out. A lower value indicates someone who desires less social influence in stressful situations. If the I goes down considerably, you rely less on verbal means to come to a resolution.

S Changes:

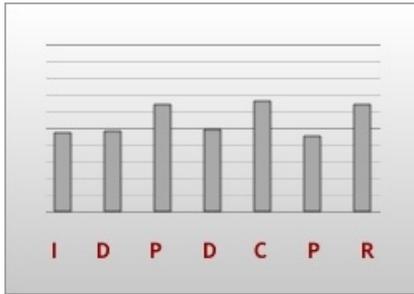
Compare graphs 1 and 2. When you look at graph 2, is your "S" higher or lower than the "S" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires a more secure environment in stressful situations. If the S goes up considerably, you may tend to avoid any conflict and wait until a more favorable environment is available before making any changes. A lower value indicates someone who desires a less secure environment in stressful situations. If the S goes down considerably, you become more impulsive in your decision-making.

C Changes:

Compare graphs 1 and 2. When you look at graph 2, is your "C" higher or lower than the "C" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires more information before making a decision in stressful situations. If the C goes up considerably, you will probably not want to make a decision until you have significantly more information. A lower value indicates someone who desires less information before making decisions in stressful situations. If the C goes down considerably, you may make decisions based more on gut feelings.

Which one of your points makes the most dramatic move up or down? What does that tell you about how you react to pressure?

How could your coping method help or hinder you in making decisions? How can you use this information to help you see possible blind spots in your reaction to pressure?

**INFLUENCING** - Good

Leading and influencing others is something that comes easier for others, but you are willing and able to step up to that role when no one else volunteers. You have a balance between following and leading, and are comfortable in either arena.

DIRECTING - Good

You probably put people ahead of tasks; but when you start falling behind, you get moving and take care of what is at hand. You may wait till the last minute, but you usually pick up the pace and meet the deadlines that are necessary for success.

PROCESSING - Well Developed

You like to be "hands on" and are great at following through and finishing strong. Others rely on you to make a system really work the way it was intended. You may have a hard time delegating at times, but you are willing to delegate when a project is larger than you can handle. Others see you as loyal and caring and a real team player.

DETAILING - Above Average

You have an ability to logically look at a situation and rearrange things for a more efficient operation. You pay attention to even the smallest details and put the finishing touches on projects. Your surroundings are neat and efficient and you appreciate when others follow suit.

CREATING - Highly Effective

You feel great about the balance you have. You are often able to come up with some great new ideas; but, more than that, you find the time to make them a reality. Others are often impressed with your unique ideas and your ability to find approaches that solve even difficult problems.

PERSISTING - Good

You are a strong, steady worker who wants to do quality work. Sometimes you may begin to look at other alternatives to completing a project when the going starts getting rough. Remember not to quit nor lose focus on what you have started.

RELATING - Well Developed

You are a naturally friendly and caring individual who is very approachable. Others feel very comfortable coming to you and you make friends very easily. You are frequently called on when there is a need to network with others to get a project done.



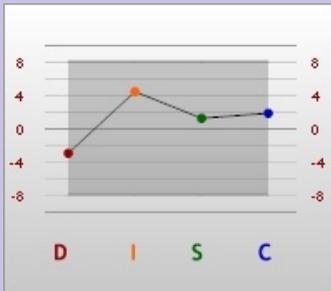
Developing excellent communication skills is absolutely essential to effective leadership.

The leader must be able to share knowledge and ideas to transmit a sense of urgency and enthusiasm to others. If a leader can't get a message across clearly and motivate others to act on it, then having a message doesn't even matter.

- Gilbert Amelio

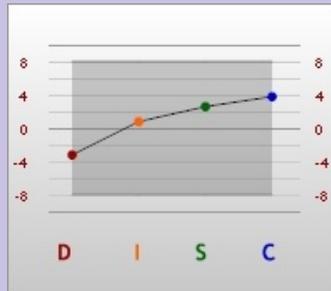
Personality Style Graphs

Public Perception



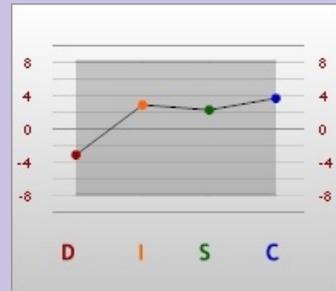
D=-3.02, I=4.48, S=1.3, C=1.81

Stress Perception



D=-3.25, I=0.76, S=2.69, C=3.71

Mirror



D=-3.27, I=2.81, S=2.14, C=3.66

Graphs Explanation Page

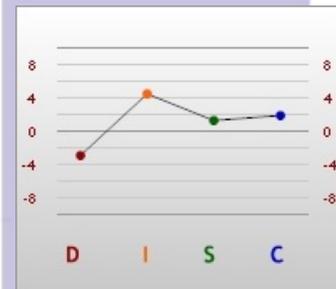
Each of the three graphs reveals a different snapshot of behavior, depending on the conditions of the environment. Within a given environment, Graph 1 reveals the "Public Self;" Graph 2 displays the "Private Self;" and Graph 3 portrays the "Perceived Self."

These three graphs or snapshots are defined in detail below.

Graph 1 - Mask, Public Self

Behavior Expected By Others

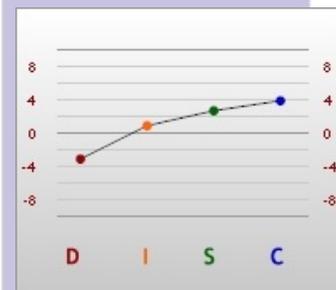
Everyone acts according to how they think other people expect them to act. This behavior is the public self, the person projected to others. Sometimes, there is no difference between the true person and their public self. However, the public self can be very different from the "real" person; it is a mask. Graph 1 is generated by the "Most" choices on The Personality System, and has the greatest potential for change.



Graph 2 - Core, Private Self

Instinctive Response To Pressure

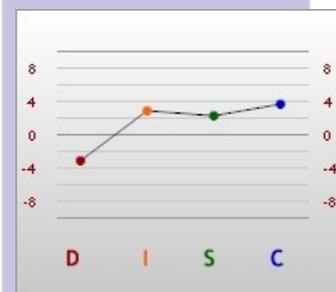
Everyone has learned responses from the past: consequently, these are behaviors which the person accepts about him/herself. Under pressure or tension, these learned behaviors become prominent. This is the graph which is the least likely to change because these are natural and ingrained responses. A person's behavior under pressure may be drastically different than his/her behavior in Graphs 1 and 3. Graph 2 is generated by the "Least" choices on The Personality System, and has the lowest potential for change.



Graph 3 - Mirror, Perceived Self

Self Image, Self Identity

Everyone envisions him/her self in a particular way. Graph 3 displays the mental picture that one has of him/her self, the self image or self identity. Graph 3 combines the learned responses from one's past with the current expected behavior from the environment. Change in one's perception can occur, but it is usually gradual and based on the changing demands of one's environment. Graph 3 is generated by the difference between Graph 1 and Graph 2.



Graphs Explanation Page

Continued

Different Graphs Indicate Change or Transition

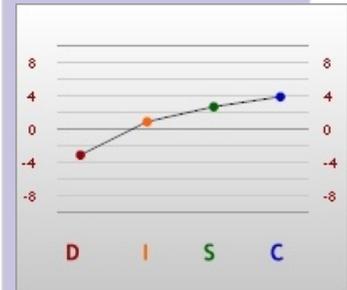
- If Graph 1 is different than Graph 2, the demands of the environment are forcing behavior that is not congruent with the core, or instinctive behavior. In such a situation, a person trying to modify his/her behavior to meet the demands of the environment will most likely experience stress.
- If Graph 1 is different than Graph 2, but similar to Graph 3, the individual has been able to successfully alter his/her behavior to meet the demands of the environment without altering his/her core. This individual is probably fairly comfortable with the behavior shown in Graph 3 (Perceived Self), and is probably not experiencing stress.
- If Graph 1 is different than Graph 3, an individual may be in a period of growth (and some discomfort) while he/she attempts to alter behavior to meet the demands of a new environment. A person's behavior may fluctuate during this period of adjustment.



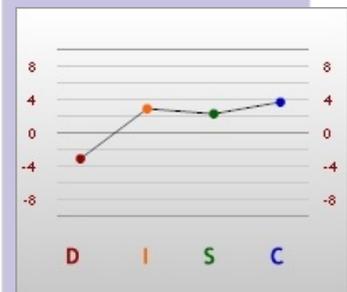
Similar Graphs Indicate Few Demands For Change

An individual who perceives the current demands of the environment (Graph 1) to be similar to his/her past (Graph 2) will have little need to change his/her self-perception (Graph 3). This may be due to any of the following factors:

- The behavior demanded by the present environment is similar to demands in the past.
- This individual controls what others demand of him/her.
- The behavior demanded by the present environment is different than demands in the past. However, instead of altering behavior, this person has chosen to augment style. To accomplish augmentation, this individual has surrounded him/herself with people of complimentary styles, thus creating a team with combined strengths.



Your keyword style of Mediator(CIS) and the contents of this report are derived from Graph 3.



Action Plan

Improving Your Interpersonal Skills

Xxx's Action Plan

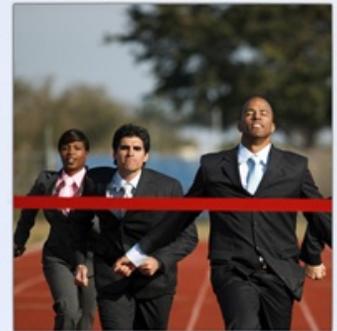
This worksheet is a tool to enable effective communication between you and others with whom you interact on a regular basis. The goal is to help you maximize your strengths and minimize the effects of potential limitations. It addresses work-related and general characteristics that are common to your style as a whole, and is not derived directly from your graphs.

This section gives you an opportunity to sit down with a co-worker, employer, friend, spouse, etc., and assess your personality style, getting feedback from someone who knows you well. Although doing so is beneficial, it is not required to have anyone else present while completing this section. If you choose to get feedback from another, you may print the report and do so that way.

Instructions:

Step 1: The items listed below are areas to reflect upon between you and your closest contacts. After printing out this report, give this page to another person who knows you well (associate, team member, teacher, family member, friend) and ask them to read each item. They should consider whether or not they perceive the item to describe your traits. Then, check either Yes or No beside each item. Open dialogue is encouraged and any blind spots (areas of your personality that you are blind to) should be discussed. Since communication is a two way street, it is recommended that two people complete one another's worksheets.

Excessive planning time	<input type="checkbox"/> Y <input type="checkbox"/> N	Punctual and schedule aware	<input type="checkbox"/> Y <input type="checkbox"/> N
High standards/perfectionist	<input type="checkbox"/> Y <input type="checkbox"/> N	Persistent and thorough	<input type="checkbox"/> Y <input type="checkbox"/> N
Hesitant to start projects	<input type="checkbox"/> Y <input type="checkbox"/> N	Orderly and organized	<input type="checkbox"/> Y <input type="checkbox"/> N
Economical/efficient	<input type="checkbox"/> Y <input type="checkbox"/> N	Prefers analysis to work	<input type="checkbox"/> Y <input type="checkbox"/> N
Sees the problems/finds solutions	<input type="checkbox"/> Y <input type="checkbox"/> N	Can be self deprecating	<input type="checkbox"/> Y <input type="checkbox"/> N
Creative and resourceful	<input type="checkbox"/> Y <input type="checkbox"/> N	Has energy and enthusiasm	<input type="checkbox"/> Y <input type="checkbox"/> N
Outgoing and personable	<input type="checkbox"/> Y <input type="checkbox"/> N	Priorities often get out of order	<input type="checkbox"/> Y <input type="checkbox"/> N
Starts projects well	<input type="checkbox"/> Y <input type="checkbox"/> N	Overly dependant upon feelings	<input type="checkbox"/> Y <input type="checkbox"/> N
Sometimes careless or inefficient	<input type="checkbox"/> Y <input type="checkbox"/> N	Good under pressure	<input type="checkbox"/> Y <input type="checkbox"/> N
Often finds the easy, not the best way	<input type="checkbox"/> Y <input type="checkbox"/> N	Observer rather than participant	<input type="checkbox"/> Y <input type="checkbox"/> N



Action Plan
Improving Your Interpersonal Skills

A man is but a product of his thoughts. What he thinks, he becomes.

- Mahatma Gandhi

Action Plan

Continued

Step 2: Now, select the three items that would benefit the most from focused attention. Discuss and determine specific outcomes and a reasonable time frame for their achievement. Write the details in the spaces provided, along with notes helpful to achieving specific outcomes. Set a date 60-90 days from now for a discussion with your contact to review your progress. The person who works with you on this is important to your growth and should help you stay accountable to your plan.

1. The first item upon which I will focus:
 - Review Date:

 - Specific actions I will take on this item in the next 60 to 90 days:

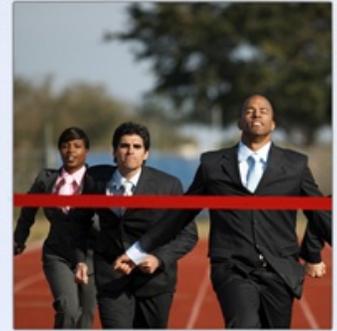
 - Specifics to address
2. The second item upon which I will focus:
 - Review Date:

 - Specific actions I will take on this item in the next 60 to 90 days:

 - Specifics to address
3. The third item upon which I will focus:
 - Review Date:

 - Specific actions I will take on this item in the next 60 to 90 days:

 - Specifics to address



Action Plan
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Skills

We continue to shape
our personality all our
life. If we know
ourselves perfectly, we
should die.

- Albert Camus