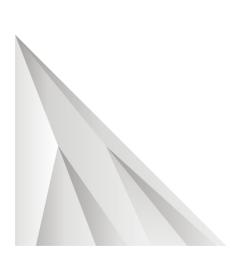


### **Executive**

#### Carrie Shoemaker Director of Admissions, Pacific Oaks TCSES 3-13-2014











## Behavioral research suggests that the most effective people are those who understand themselves, both their strengths and weaknesses, so they can develop strategies to meet the demands of their environment.

A person's behavior is a necessary and integral part of who they are. In other words, much of our behavior comes from "nature" (inherent), and much comes from "nurture" (our upbringing). It is the universal language of "how we act," or our observable human behavior.

#### In this report we are measuring four dimensions of normal behavior. They are:

- how you respond to problems and challenges.
- how you influence others to your point of view.
- how you respond to the pace of the environment.
- how you respond to rules and procedures set by others.

This report analyzes behavioral style; that is, a person's manner of doing things. Is the report 100% true? Yes, no and maybe. We are only measuring behavior. We only report statements from areas of behavior in which tendencies are shown. To improve accuracy, feel free to make notes or edit the report regarding any statement from the report that may or may not apply, but only after checking with friends or colleagues to see if they agree.

"All people exhibit all four behavioral factors in varying degrees of intensity."



### **General Characteristics**

Based on Carrie's responses, the report has selected general statements to provide a broad understanding of her work style. These statements identify the basic natural behavior that she brings to the job. That is, if left on her own, these statements identify HOW SHE WOULD CHOOSE TO DO THE JOB. Use the general characteristics to gain a better understanding of Carrie's natural behavior.

Carrie influences most people with her warmth. She likes freedom from many controls. She is optimistic about her ability to manage people. She, an outgoing person, feels at home with strangers. Carrie likes quality social relationships. She often will become friends with her customers or clients. She likes public recognition for her achievements. One of her motivating factors is recognition and "strokes." She projects a self-assured and self-confident image. She wants to be seen as her own person, but usually projects it in friendly terms. Carrie has a good sense of urgency. She places her focus on people. To her, strangers are just friends she hasn't met!

Carrie may be inconsistent in disciplining others. She likes working with others who make quick decisions. When she has strong feelings about a particular problem, you should expect to hear these feelings, and they will probably be expressed in an emotional manner. Because of her trust and willing acceptance of people, she may misjudge the abilities of others. Carrie can make decisions even though some of the facts to support the decision may be missing. Sometimes she will seek the quick and simple decision. Her aversion to detailed work motivates her desire for simplicity. She may leap to a favorable conclusion without considering all the facts. She tends to break the rules and then attempts to sell you on the fact it was the proper thing to do.









### General Characteristics Continued

Carrie judges others by their verbal skills and warmth. She is positive in her approach to dealing with others. She may not understand why everyone doesn't see life as she does! She is good at negotiating conflict between others. Carrie feels that "if everyone would just talk it out, everything would be okay!" She tends to influence people to her way of thinking by using verbiage as compared with others who like to use reports. Some see her as too talkative and emotional. She may have a tendency to oversell certain styles. It is important for Carrie to use her people skills to "facilitate" agreement between people. She tends to look at all the things the group has in common, rather than key in on the differences. She usually uses many gestures when talking.



Carrie Shoemaker Copyright © 1984-2013. Target Training International, Ltd. 3



### Value to the Organization

This section of the report identifies the specific talents and behavior Carrie brings to the job. By looking at these statements, one can identify her role in the organization. The organization can then develop a system to capitalize on her particular value and make her an integral part of the team.

- Can support or oppose strongly.
- Big thinker.
- Self-reliant.
- Bottom line-oriented.
- Optimistic and enthusiastic.
- Positive sense of humor.
- Has the confidence to do the difficult assignments.
- Team player.
- Motivates others towards goals.







# Checklist for Communicating

Most people are aware of and sensitive to the ways with which they prefer to be communicated. Many people find this section to be extremely accurate and important for enhanced interpersonal communication. This page provides other people with a list of things to DO when communicating with Carrie. Read each statement and identify the 3 or 4 statements which are most important to her. We recommend highlighting the most important "DO's" and provide a listing to those who communicate with Carrie most frequently.

#### Ways to Communicate:

- Confront when in disagreement.
- Provide solutions--not opinions.
- □ Use a motivating approach, when appropriate.
- □ Speak at a rapid pace.
- Use enough time to be stimulating, fun-loving, fast-moving.
- Expect her to return to fight another day when she has received a "no" answer.
- Read the body language for approval or disapproval.
- □ Understand her defiant nature.
- Use a balanced, objective and emotional approach.
- Offer special, immediate and continuing incentives for her willingness to take risks.
- □ Appeal to the benefits she will receive.
- □ Provide a warm and friendly environment.
- Ask for her opinions/ideas regarding people.







### Checklist for Communicating Continued

This section of the report is a list of things NOT to do while communicating with Carrie. Review each statement with Carrie and identify those methods of communication that result in frustration or reduced performance. By sharing this information, both parties can negotiate a communication system that is mutually agreeable.

#### Ways NOT to Communicate:

- □ Leave decisions hanging in the air.
- Ramble.
- □ Waste time trying to be impersonal, judgmental or too task-oriented.
- Talk down to her.
- Let her overpower you with verbiage.
- Drive on to facts, figures, alternatives or abstractions.
- Legislate or muffle--don't overcontrol the conversation.
- Be dictatorial.
- Hesitate when confronted.
- □ "Dream" with her or you'll lose time.
- Be curt, cold or tight-lipped.
- Be paternalistic.









This section provides suggestions on methods which will improve Carrie's communications with others. The tips include a brief description of typical people in which she may interact. By adapting to the communication style desired by other people, Carrie will become more effective in her communications with them. She may have to practice some flexibility in varying her communication style with others who may be different from herself. This flexibility and the ability to interpret the needs of others is the mark of a superior communicator.

## When communicating with a person who is dependent, neat, conservative, perfectionist, careful and compliant:

- Prepare your "case" in advance.
- Stick to business.
- Be accurate and realistic.

### Factors that will create tension or dissatisfaction:

- Being giddy, casual, informal, loud.
- Pushing too hard or being unrealistic with deadlines.
- Being disorganized or messy.

#### When communicating with a person who is ambitious, forceful, decisive, strong-willed, independent and goal-oriented:

- Be clear, specific, brief and to the point.
- Stick to business.
- Be prepared with support material in a well-organized "package."

### Factors that will create tension or dissatisfaction:

- Talking about things that are not relevant to the issue.
- Leaving loopholes or cloudy issues.
- Appearing disorganized.

## When communicating with a person who is patient, predictable, reliable, steady, relaxed and modest:

- Begin with a personal comment--break the ice.
- Present your case softly, nonthreateningly.
- Ask "how?" questions to draw their opinions.

### Factors that will create tension or dissatisfaction:

- Rushing headlong into business.
- Being domineering or demanding.
- Forcing them to respond quickly to your objectives.

## When communicating with a person who is magnetic, enthusiastic, friendly, demonstrative and political:

- Provide a warm and friendly environment.
- Don't deal with a lot of details (put them in writing).
- Ask "feeling" questions to draw their opinions or comments.

### Factors that will create tension or dissatisfaction:

- Being curt, cold or tight-lipped.
- Controlling the conversation.
- Driving on facts and figures, alternatives, abstractions.



#### Perceptions See Yourself as Others See You

A person's behavior and feelings may be quickly telegraphed to others. This section provides additional information on Carrie's self-perception and how, under certain conditions, others may perceive her behavior. Understanding this section will empower Carrie to project the image that will allow her to control the situation.

#### Self-Perception

Carrie usually sees herself as being:

Enthusiastic

Outgoing

Inspiring

- Charming
- Persuasive

Optimistic

#### Others' Perception - Moderate

Under moderate pressure, tension, stress or fatigue, others may see her as being:

Self-Promoting

Glib

• Overly Optimistic

Unrealistic

#### Others' Perception - Extreme

Under extreme pressure, stress or fatigue, others may see her as being:

Overly Confident

Talkative

Poor Listener

Self-Promoter







### **Descriptors**

Based on Carrie's responses, the report has marked those words that describe her personal behavior. They describe how she solves problems and meets challenges, influences people, responds to the pace of the environment and how she responds to rules and procedures set by others.

Demanding	Effusive	Phlegmatic	Evasive
Demanding	Liiusive	Filleginatic	LVasive
Egocentric	Inspiring	Relaxed	Worrisome
		Resistant to Change	Careful
Driving Ambitious	Magnetic Political	Nondemonstrative	Dependent
Pioneering	Enthusiastic	Passive	Cautious Conventional
Strong-Willed	Demonstrative	1 233176	Exacting
Forceful	Persuasive	Patient	Neat
Determined	Warm		
Aggressive	Convincing Polished	Possessive	Systematic
Competitive Decisive	Poised	Predictable	Diplomatic Accurate
Venturesome	Optimistic	Consistent	Tactful
	-	Deliberate	
Inquisitive	Trusting	Steady	Open-Minded
Responsible	Sociable	Stable	Balanced Judgment
Dominance	Influencing	Steadiness	Compliance
Dominance	Influencing	Steadiness	Compliance
Dominance Conservative	Influencing Reflective	Steadiness Mobile	Compliance Firm
Conservative	Reflective	Mobile	Firm
Conservative Calculating	Reflective Factual		
Conservative Calculating Cooperative Hesitant	Reflective	Mobile Active Restless Alert	Firm Independent
Conservative Calculating Cooperative Hesitant Low-Keyed	Reflective Factual Calculating Skeptical	Mobile Active Restless Alert Variety-Oriented	Firm Independent Self-Willed Stubborn
Conservative Calculating Cooperative Hesitant Low-Keyed Unsure	Reflective Factual Calculating Skeptical Logical	Mobile Active Restless Alert	Firm Independent Self-Willed
Conservative Calculating Cooperative Hesitant Low-Keyed Unsure Undemanding	Reflective Factual Calculating Skeptical Logical Undemonstrative	Mobile Active Restless Alert Variety-Oriented Demonstrative	Firm Independent Self-Willed Stubborn Obstinate
Conservative Calculating Cooperative Hesitant Low-Keyed Unsure	Reflective Factual Calculating Skeptical Logical	Mobile Active Restless Alert Variety-Oriented	Firm Independent Self-Willed Stubborn
Conservative Calculating Cooperative Hesitant Low-Keyed Unsure Undemanding Cautious Mild	Reflective Factual Calculating Skeptical Logical Undemonstrative Suspicious	Mobile Active Restless Alert Variety-Oriented Demonstrative Impatient Pressure-Oriented Eager	Firm Independent Self-Willed Stubborn Obstinate Opinionated Unsystematic Self-Righteous
Conservative Calculating Cooperative Hesitant Low-Keyed Unsure Undemanding Cautious Mild Agreeable	Reflective Factual Calculating Skeptical Logical Undemonstrative Suspicious Matter-of-Fact Incisive	Mobile Active Restless Alert Variety-Oriented Demonstrative Impatient Pressure-Oriented Eager Flexible	Firm Independent Self-Willed Stubborn Obstinate Opinionated Unsystematic Self-Righteous Uninhibited
Conservative Calculating Cooperative Hesitant Low-Keyed Unsure Undemanding Cautious Mild Agreeable Modest	Reflective Factual Calculating Skeptical Logical Undemonstrative Suspicious Matter-of-Fact Incisive Pessimistic	Mobile Active Restless Alert Variety-Oriented Demonstrative Impatient Pressure-Oriented Eager Flexible Impulsive	Firm Independent Self-Willed Stubborn Obstinate Opinionated Unsystematic Self-Righteous Uninhibited Arbitrary
Conservative Calculating Cooperative Hesitant Low-Keyed Unsure Undemanding Cautious Mild Agreeable	Reflective Factual Calculating Skeptical Logical Undemonstrative Suspicious Matter-of-Fact Incisive	Mobile Active Restless Alert Variety-Oriented Demonstrative Impatient Pressure-Oriented Eager Flexible	Firm Independent Self-Willed Stubborn Obstinate Opinionated Unsystematic Self-Righteous Uninhibited



### Natural and Adapted Style

Carrie's natural style of dealing with problems, people, pace of events and procedures may not always fit what the environment needs. This section will provide valuable information related to stress and the pressure to adapt to the environment.

#### Problems - Challenges

Natural	Adapted
Carrie is ambitious in her approach to problem solving, displaying a strong will and a need to win against all obstacles. Carrie has a tendency to make decisions with little or no	Carrie se approach dealing w present e

Carrie sees no need to change her approach to solving problems or dealing with challenges in her present environment.

#### People - Contacts

hesitation.

Natural	Adapted
Carrie is enthusiastic about her ability to influence others. She prefers an environment in which she has the opportunity to deal with different types of individuals. Carrie is trusting and also wants to be trusted.	Carrie sees no need to change her approach to influencing others to her way of thinking. She sees her natural style to be what the environment is calling for.







### Natural and Adapted Style Continued

#### Pace - Consistency

#### Adapted

Carrie likes mobility and the absence of routine does not traumatize her. She feels comfortable juggling different projects and is able to move from one project to another fairly easily. Carrie sees her natural activity style to be just what the environment needs. What you see is what you get for activity level and consistency. Sometimes she would like the world to slow down.

#### Procedures - Constraints

#### Natural

Natural

Adapted

Carrie does not like constraints, at times she can be somewhat defiant and rebellious. She has a tendency to lack social tact and diplomacy when confronted with too many or unreasonable constraints. She seeks adventure and excitement and wants to be seen as her own person. Carrie shows little discomfort when comparing her basic (natural) style to her response to the environment (adapted) style. The difference is not significant and Carrie sees little or no need to change her response to the environment.



Carrie Shoemaker Copyright © 1984-2013. Target Training International, Ltd. 11



### Adapted Style

Carrie sees her present work environment requiring her to exhibit the behavior listed on this page. If the following statements DO NOT sound job related, explore the reasons why she is adapting this behavior.

- Optimistic, future-oriented outlook.
- Flexibility.
- Dedicated to "going it alone" when necessary.
- Firm commitment to accomplishments.
- Being creative and unconventional in making a point.
- Flaunting independence.
- Positive, outgoing, friendly behavior.
- Acting independently and without precedent.
- Participative management.
- Using a direct, forthright and honest approach in her communications.
- Making tactful decisions.
- Preferring people involvement over task focus.







### Areas for Improvement

In this area is a listing of possible limitations without regard to a specific job. Review with Carrie and cross out those limitations that do not apply. Highlight 1 to 3 limitations that are hindering her performance and develop an action plan to eliminate or reduce this hindrance.

#### Carrie has a tendency to:

- Be inattentive to detail unless that detail is important to her or if detail work is of a short duration.
- Act impulsively--heart over mind, especially if her security is not perceived to be threatened.
- Trust people indiscriminately if positively reinforced by those people.
- Be overly enthusiastic about her own shortcomings (weaknesses) and the shortcomings of others.
- Overuse praise in motivating others.
- Be so enthusiastic that she can be seen as superficial.
- Be too verbal in expressing criticism.
- Have difficulty planning and controlling time expenditure.
- Take information at face value without validation or substantial investigation.







### **Action Plan**

#### **Professional Development**

1. I learned the following behaviors contribute positively to increasing my professional effectiveness: (list 1-3)

2. My report uncovered the following behaviors I need to modify or adjust to make me more effective in my career: (list 1-3)

3. When I make changes to these behaviors, they will have the following impact on my career:

4. I will make the following changes to my behavior, and I will implement them by \_\_\_\_\_:





### **Action Plan**



#### **Personal Development**

1. When reviewing my report for personal development, I learned the following key behaviors contribute to reaching my goals and the quality of life I desire: (list 1-3)

2. The following behaviors were revealed, which show room for improvement to enhance the quality of my life: (list 1-3)

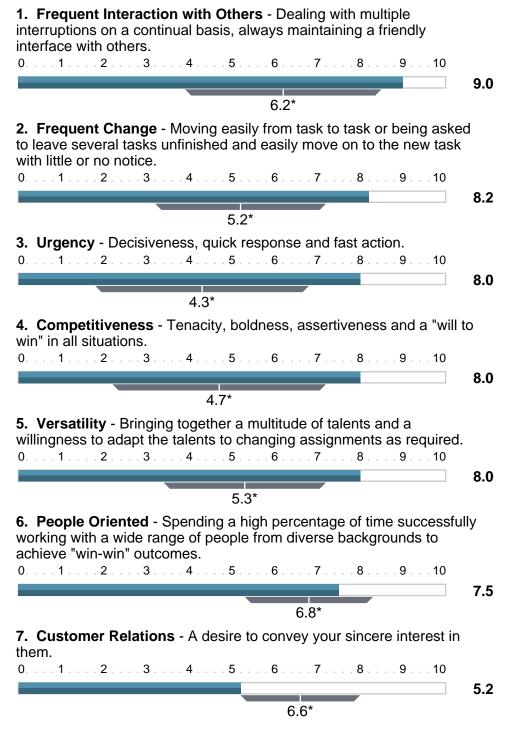
3. When I make changes to these behaviors, I will experience the following benefits in my quality of life:

4. I will make the following changes to my behavior, and I will implement them by \_\_\_\_\_:



### **Behavioral Hierarchy**

The Behavioral Hierarchy graph will display a ranking of your natural behavioral style within a total of twelve (12) areas commonly encountered in the workplace. It will help you understand in which of these areas you will naturally be most effective.



\* 68% of the population falls within the shaded area.





Copyright © 1984-2013. Target Training International, Ltd. 16

72 84 32 8

Adapted Style

90

80 70

60

50

40 30

20

S C

Natural Style

DISC

78 82 34 12

90

70

60

50



### **Behavioral Hierarchy**

8. Consistency - The ability to do the job the same way.   0 1 2 3 4 5 6 7 8 9 10	
	3.
6.5*	
<b>9. Following Policy</b> - Complying with the policy or if no policy, complying with the way it has been done.	
0 1 2 3 4 5 6 7 8 9 10	
	3.
6.9*	
<b>10.</b> Follow Up and Follow Through - A need to be thorough.   0. 1 2 3 4 5 6 7 8 9 10	_
6.3*	3.
<b>11.</b> Analysis of Data - Information is maintained accurately for repeated examination as required.0.12345678910	
5.5*	2.
<b>12. Organized Workplace</b> - Systems and procedures followed for success.	
0 1 2 3 4 5 6 7 8 9 10	1.
5.2*	1.



SIA: 72-84-32-08 (13) SIN: 78-82-34-12 (13) \* 68% of the population falls within the shaded area.



### Style Insights<sup>®</sup> Graphs 3-13-2014

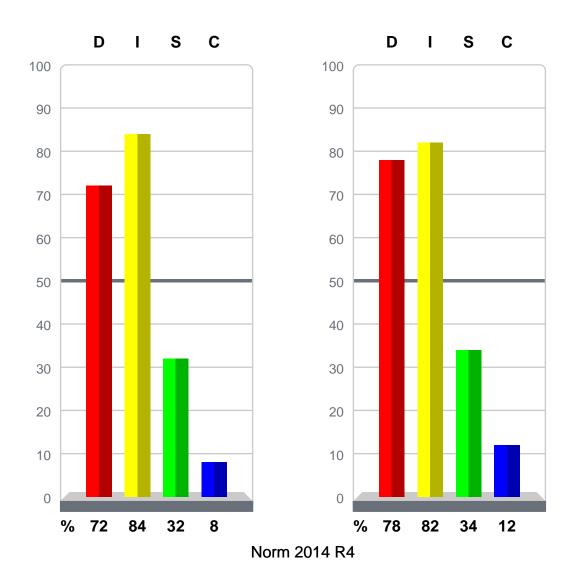


#### Adapted Style

Graph I

#### Natural Style

Graph II







### The Success Insights<sup>®</sup> Wheel

The Success Insights<sup>®</sup> Wheel is a powerful tool popularized in Europe. In addition to the text you have received about your behavioral style, the Wheel adds a visual representation that allows you to:

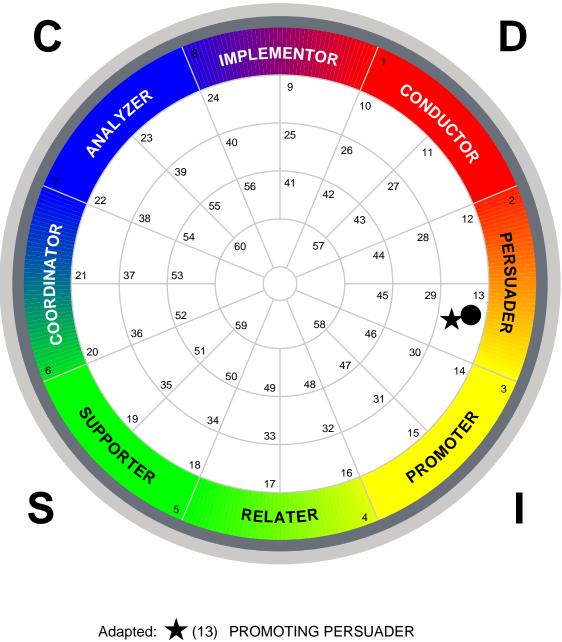
- View your natural behavioral style (circle).
- View your adapted behavioral style (star).
- Note the degree you are adapting your behavior.
- If you filled out the Work Environment Analysis, view the relationship of your behavior to your job.

Notice on the next page that your Natural style (circle) and your Adapted style (star) are plotted on the Wheel. If they are plotted in different boxes, then you are adapting your behavior. The further the two plotting points are from each other, the more you are adapting your behavior.

If you are part of a group or team who also took the behavioral assessment, it would be advantageous to get together, using each person's Wheel, and make a master Wheel that contains each person's Natural and Adapted style. This allows you to quickly see where conflict can occur. You will also be able to identify where communication, understanding and appreciation can be increased.



## The Success Insights<sup>®</sup> Wheel 3-13-2014



Natural: (13) PROMOTING PERSUADER

Norm 2014 R4