

Action-Planning Guide

Your Top 5 Themes

Achiever

Responsibility

Intellection

Input

Strategic

Achiever

- ☐ Select jobs that allow you to have the leeway to work as hard as you want and in which you are encouraged to measure your own productivity. You will feel challenged and alive in these environments.
- ☐ Remember to build celebration and recognition into your life. Achievers tend to move on to the next challenge without acknowledging their successes. Counter this impulse by creating regular opportunities to enjoy your progress and accomplishments.
- ☐ You do not require much motivation from others. Take advantage of your self-motivation by setting challenging goals. Set a more demanding goal every time you finish a project.
- ☐ Partner with other hard workers. Share your goals with them so they can help you to get more done.
- ☐ Count personal achievements in your scoring “system.” This will help you direct your Achiever talents toward family and friends as well as toward work.
- ☐ More work excites you. The prospect of what lies ahead is infinitely more motivating than what has been completed. Launch initiatives and new projects. Your seemingly endless reserve of energy will create enthusiasm and momentum.

Responsibility

- ☐ Emphasize your sense of responsibility when job hunting. During interviews, describe your desire to be held fully accountable for the success or failure of projects, your intense dislike of unfinished work, and your need to “make it right” if a commitment is not met.
- ☐ Align yourself with others who share your sense of responsibility. You will flourish when working with people who share your determination to get things done.
- ☐ Tell your manager that you work best when given the freedom to follow through on your commitments — that you don’t need to check in during a project, just at the end. You can be trusted to get it done.
- ☐ Push yourself to say no. Because you are instinctively responsible, it might sometimes be difficult

to refuse opportunities. For this reason, you must be selective. Ask for more responsibility in only the areas that matter most to you.

- ☐ Learn to manage your Responsibility talents by considering whether you really are the person who should be handling a particular issue. Defer to your existing responsibilities and goals before undertaking additional burdens, as you may end up skimping on quality if you have too many tasks or competing demands.
- ☐ Partner with someone especially talented in Discipline or Focus. This person can help you stay on track and prevent you from becoming overloaded.
- ☐ Working with a like-minded, responsible colleague is satisfying for you. Be sure to clarify expectations and boundaries so that each person can feel ownership for his or her particular tasks — without stepping on each other's toes.

Intellection

- ☐ List your ideas in a log or diary. These ideas will serve as grist for your mental mill, and they might yield valuable insights.
- ☐ Deliberately build relationships with people you consider to be “big thinkers.” Their example will inspire you to focus your own thinking.
- ☐ People may think you are aloof or disengaged when you close your door or spend time alone. Help them understand that this is simply a reflection of your thinking style, and that it results not from a disregard for relationships, but from a desire to bring the most you can to those relationships.
- ☐ You are at your best when you have the time to follow an intellectual trail and see where it leads. Get involved on the front end of projects and initiatives, rather than jumping in at the execution stage. If you join in the latter stages, you may derail what has already been decided, and your insights may come too late.
- ☐ Engaging people in intellectual and philosophical debate is one way that you make sense of things. This is not the case for everyone. Be sure to channel your provocative questions to those who similarly enjoy the give and take of debate.
- ☐ Schedule time for thinking; it can be energizing for you. Use these occasions to muse and reflect.
- ☐ Find people who like to talk about the same issues you do. Organize a discussion group that addresses your subjects of interest.
- ☐ Encourage people around you to use their full intellectual capital by reframing questions for them and by engaging them in dialogue. At the same time, realize that there will be some who find this intimidating and who need time to reflect before being put on the spot.

Input

- ☐ Look for jobs in which you are charged with acquiring new information each day, such as teaching, research, or journalism.

- ☐ Your mind is open and absorbent. You naturally soak up information in the same way that a sponge soaks up water. But just as the primary purpose of the sponge is not to permanently contain what it absorbs, neither should your mind simply store information. Input without output can lead to stagnation. As you gather and absorb information, be aware of the individuals and groups that can most benefit from your knowledge, and be intentional about sharing with them.
- ☐ You might naturally be an exceptional repository of facts, data, and ideas. If that's the case, don't be afraid to position yourself as an expert. By simply following your Input talents, you could become known as the authority in your field.
- ☐ Schedule time to read books and articles that stimulate you.
- ☐ Deliberately increase your vocabulary. Collect new words, and learn the meaning of each of them.
- ☐ Identify situations in which you can share the information you have collected with other people. Also make sure to let your friends and colleagues know that you enjoy answering their questions.

Strategic

- ☐ Take the time to fully reflect or muse about a goal that you want to achieve until the related patterns and issues emerge for you. Remember that this musing time is essential to strategic thinking.
- ☐ Your strategic thinking will be necessary to keep a vivid vision from deteriorating into an ordinary pipe dream. Fully consider all possible paths toward making the vision a reality. Wise forethought can remove obstacles before they appear.
- ☐ You are likely to anticipate potential issues more easily than others. Though your awareness of possible danger might be viewed as negativity by some, you must share your insights if you are going to avoid these pitfalls. To prevent misperception of your intent, point out not only the future obstacle, but also a way to prevent or overcome it. Trust your insights, and use them to ensure the success of your efforts.
- ☐ Help others understand that your strategic thinking is not an attempt to belittle their ideas, but is instead a natural propensity to consider all the facets of a plan objectively. Rather than being a naysayer, you are actually trying to examine ways to ensure that the goal is accomplished, come what may. Your talents will allow you to consider others' perspectives while keeping your end goal in sight.
- ☐ Trust your intuitive insights as often as possible. Even though you might not be able to explain them rationally, your intuitions are created by a brain that instinctively anticipates and projects. Have confidence in these perceptions.
- ☐ Make sure that you are involved in the front end of new initiatives or enterprises. Your innovative yet procedural approach will be critical to the genesis of a new venture because it will keep its creators from developing deadly tunnel vision.