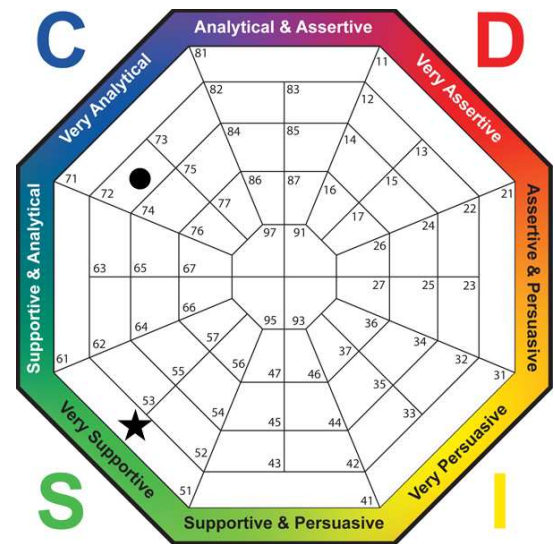


# ActionCOACH

business coaching



## The DISCstyles™ Online Report

Personalized Report For:

Sample Report

Focus: Work

4/17/2014

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## Introduction to the DISCstyles™ Online Report

Congratulations on your decision to take the DISC Online Assessment.

Many of us grew up believing the wisdom of treating others the way you would like to be treated — the Golden Rule. We soon realized that another practical rule to live by seemed to be what Dr. Tony Alessandra calls The Platinum Rule® — Treat others the way THEY want to be treated.

With this personalized DISC report, you have the tools to help you become a better you and help you behave more maturely and productively. Then you can develop and use more of your natural strengths, while recognizing, improving upon and modifying your limitations. This report does not deal with values or judgments. Instead, it concentrates on your natural tendencies that influence your behavior.

Our DISC Online System focuses on patterns of external, observable behaviors using scales of directness and openness that each style exhibits. Because we can see and hear these external behaviors, it becomes much easier to “read” people. This model is simple, practical, easy to remember and use.

### BEHAVIORAL STYLES

Historical, as well as contemporary, research reveals more than a dozen various models of our behavioral differences, but many share one common thread: the grouping of behavior into four basic categories.

*The DISCstyles System* focuses on patterns of *external, observable* behaviors using scales of directness and openness that each style

exhibits. See the table below. Because we can see and hear these external behaviors, it becomes much easier to “read” people. This model is simple, practical, and easy to remember and use.

STYLE	TENDENCIES
<b>Dominance</b>	Tends to be direct and guarded
<b>Influence</b>	Tends to be direct and open
<b>Steadiness</b>	Tends to be indirect and open
<b>Conscientious</b>	Tends to be indirect and guarded

# Part I Understanding Yourself

## General Characteristics

*The narration below serves as a general overview of your behavioral tendencies. It sets the stage for the report which follows, and provides a framework for understanding and reflecting on your results. We've occasionally provided some coaching ideas so that you can leverage your strengths whenever possible to maximize your personal success.*

You are very conscientious and attentive to follow through in working on detailed projects and complex assignments. Others on the team can depend on you and the efforts you provide to make the project a success. Some on the team may not realize all of the work you have done, and all the thought you have given to the project, because much of it might have been done behind the scenes. To maintain your own sense of accomplishment, be certain that others on the team know what you're doing for them in the background. Your modesty may make this a challenge, but you should always find a time and place to make sure your efforts are being recognized.

Your response pattern on the instrument indicates that you persuade others by careful attention to detail, and through facts, data, and logic, rather than emotion. People can depend on you to present a case that is logical and supportable. This is the primary strength that you bring to a team or organization when at the decision-making table.

You take calculated, educated risks only after a thoughtful analysis of the facts and data, and after you have examined all options and potential outcomes. This is a strength. However, when the team has a deadline, you could be perceived as a bottleneck to the process. Not maliciously, but because you want to analyze the facts and data and determine all possible outcomes as a result of a decision. Be aware of this, and be prepared to abbreviate the analysis a bit when the clock is ticking.

You demonstrate extremely high attention to detail as you strive for perfection. You strive to make things as high-quality as possible and may be disappointed when things turn out just "pretty good." Few people on the team have the ability to attend to details and to follow through the way you do.

## General Characteristics (continued)

You tend to evaluate others by how well they implement and execute procedures, standards, and quality action. You hold others accountable to the same high standards that you maintain for yourself. Those who demonstrate these high standards (as you know, they are somewhat rare) are individuals that you will tend to hold in esteem.

Sample, your motto could be, "There is a right way and a wrong way to complete all projects. Let's complete it the right way." You score like those who read instructions on new appliances and computers. Whether at home or at the office, you like to do things correctly. When writing, rarely do you have the need for spell-checking or proofreading for grammar.

Your response pattern indicates that you tend to hide your emotions. You are generally quiet in a group unless asked for input, or if the topic is one of high importance to you. Our advice is to move out of that comfort zone and be a bit more verbal. It will benefit the team, because many will not have considered the issues as deeply as you have. Your input will raise the quality of the conversation. And you will benefit by being perceived as a more open and interactive person.

Your response pattern on the instrument indicates that you appreciate the security of efficient systems and procedures, and strive to maintain or improve them to the highest possible standards. This also might mean that you spend more time thinking about various processes and procedures than others on the team, and as a result, may act as an oracle for those who are uncertain. They ask you because they know you'll have the correct answer, but you may wonder why they didn't learn the correct procedure in the first place.

## YOUR STRENGTHS What You Bring to the Organization

*You are likely to display your strength characteristics rather consistently. For the most part, these qualities tend to enhance your effectiveness within your organization. Work Style Preferences provide useful insights as you work in a job or as you work together on a team or family project. They are the talents and tendencies you bring to your job. Check the two most important strengths and the two most important work style tendencies and transfer them to the **Summary of Your Style** page.*

### **Your Strengths:**

- You may be sought after by other members of the team because of your complete knowledge of processes and procedures.
- You maintain a high degree of accuracy while keeping an eye toward project deadlines.
- You demonstrate a high degree of technical specialty and skill in your area of expertise.
- You have an excellent, considerate, analytical listening style.
- You provide valuable input on projects by considering possible pitfalls that others on the team may have overlooked.
- You are especially careful that there are no loose ends on a project that may have been overlooked by others.
- You are patient in working with others on the team and demonstrating detailed methods for completing a project.

### **Your Work Style Tendencies That You Bring to the Job:**

- Cooperative by nature, you are more likely to say "yes" when asked to help out with a colleague's project or problem.
- You tend to be more modest than egocentric, and as a result you are able to work well with a variety of other styles.
- When dealing with work routine, stability is important to you.
- You are not easily angered while on the job, although you may take some of the anger home to vent.
- Because of your high degree of patience, some may see you as a teacher, mentor, or coach when it comes to dealing with complex projects or problems.
- You prefer maintaining the status quo and dislike making changes just for the sake of change.
- You want to be perceived as friendly and easy-going, without being an extremist.

## Your Motivations (Wants) and Needs

*What motivates you? People are motivated by what they want? What do you really want? Our behaviors are also driven by our needs. Each style has different needs. If one person is stressed out, they may need quiet time alone; another may need social time around a lot of people. Each is different and simply meeting their needs. The more fully our needs are met, the easier it is to perform at an optimal level. Check the two most important motivators (wants) and the two most important needs and transfer them to the **Summary of Your Style** page.*

### **You Tend to Be Motivated By:**

- Projects and challenges of a specialized nature that demonstrate skill and competence.
- A home life that is supportive of the work demands.
- Sincerity from peers and colleagues.
- Appreciation and recognition for the competence and work ethic demonstrated over the long haul.
- Feeling secure.
- Having sufficient time to adjust to change, so as not to disrupt systems and processes.
- Links to some of the proven traditions that have built success in the past.

### **People With Patterns Like You Tend to Need:**

- Greater participation in team efforts and activities which would provide you with a broader perspective and greater ability to see the "big picture."
- Increased urgency in making decisions. To be able to shut the data gate and make a decision based on the information currently available.
- Increased authority to delegate routine tasks and procedures to a reliable and trustworthy support staff, especially when the work culture is under pressure.
- Complete explanations of processes and the internal systems used for completion.
- A method to be introduced to new groups of people or business associations.
- An increased urgency to take advantage of opportunities.
- Reassurance that the long hours you dedicate to projects are worthwhile for building a successful outcome.



## Communication Tips and Plans for Others

*The following suggestions can help others who interact with you understand and be aware of your communication preferences. To use this information effectively, share it with others and also discuss their preferences.*

*Check the two most important ideas when others communicate with you (do's & don'ts) and transfer them to the **Summary of Your Style** page.*

### **When Communicating with Sample, *DO*:**

- Be candid, open, and patient.
- List pros and cons to suggestions you make.
- Make an organized appeal for her support and contributions.
- Provide assurances about her input and decisions.
- Outline individual tasks and responsibilities in writing.
- Give her time to verify the issues and potential outcomes.
- Present your ideas and opinions in a non-threatening way.

### **When Communicating with Sample, *DON'T*:**

- Be vague about what's expected of the group.
- Offer promises that you can't keep.
- Make decisions for her.
- Fail to follow through. If you say you're going to do something, do it.
- Offer assurances and guarantees that you can't fulfill.
- Leave an idea or plan without backup support.
- Rush the issues or the decision-making process.



## Potential Areas for Improvement

*Everyone has some possible struggles, limitations or weaknesses. Oftentimes, it's simply an overextension of your strengths which may become a weakness. For example, a High D's directness may be a strength in certain environments, but when overextended they may tend to become bossy.*

*Check the two most important areas you are committed to improve upon and transfer them to the **Summary of Your Style** page.*

### **Potential Areas for Improvement:**

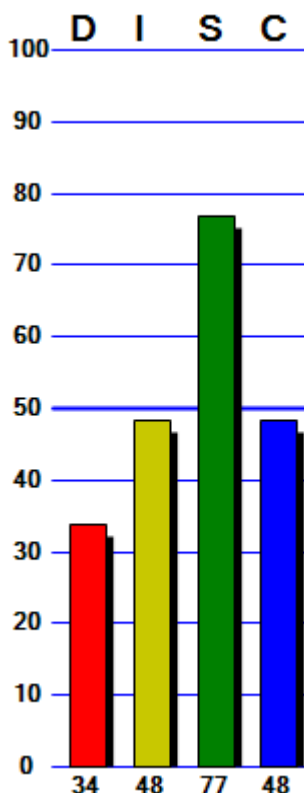
- You may sometimes overthink or overexert yourself on standard or routine procedures.
- You may be perceived by others as private, guarded, shy, and undemonstrative.
- You may be perceived as slow in making decisions and tentative when it comes to making changes.
- You may be too tightly bound to established procedures and tradition, even as more efficient and effective methods become available.
- You may sometimes use facts, figures, and details as a "security blanket" to avoid confrontation or hostility.
- You could demonstrate more flexibility regarding new ideas and innovations.
- You may be overly dependent on a few people who share a similar focus, leading to the exclusion of others on the team who could provide valuable input.

## DISCstyles eGraphs for Sample Report

Your **Adapted Style** indicates you tend to use the behavioral traits of the S style(s) in your selected Work focus. Your **Natural Style** indicates that you naturally tend to use the behavioral traits of the Cs style(s).

Your **Adapted Style** is your graph displayed on the left. It is your perception of the behavioral tendencies you think you should use in your selected focus (work, social or family). This graph may change when you change roles or situations. The graph on the right is your **Natural Style** and indicates the intensity of your instinctive behaviors and motivators. It is often a better indicator of the “real you” and your “knee jerk”, instinctive behaviors. This is how you act when you feel comfortable in your home environment and are not attempting to impress. It is also what shows up in stressful situations. This graph tends to be fairly consistent, even in different environments.

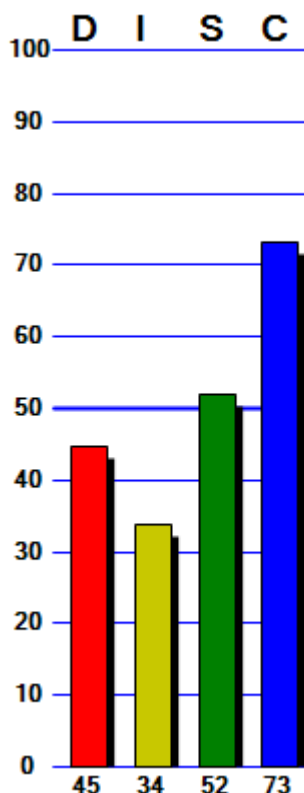
Adapted Style - Graph I



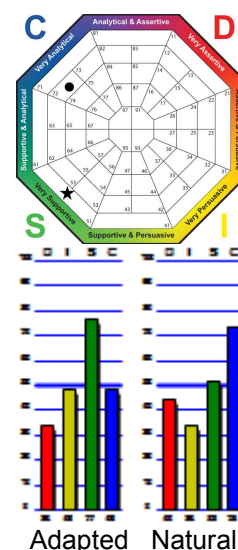
Pattern: S (2353)

Focus: Work

Natural Style - Graph II



Pattern: Cs (3245)



If the two bars are similar, it means that you tend to use your same natural behaviors in that environment. If your Adapted Style is different from your Natural Style, this may cause stress if done over a long period of time. You are then using behaviors that are not as comfortable or natural for you.

The four-digit numbers (under the graphs) represent your segment numbers in DISC order and dictate the adjectives highlighted on the Word Sketch pages.

The higher or lower each D, I, S, C point is on your graphs, the greater or lesser your needs-motivated behavior impacts your results at work and others around you. Once aware, you can adapt your style. Can you change? Of course! You do it every day depending on your situations. However, permanent behavioral change comes only with awareness and practice. Study and practice using the Behavioral Adaptability Charts in this report to gain behavioral flexibility. For further questions or personal coaching, contact your consultant.

# Behavioral Pattern View

The BPV has eight behavioral zones. Each zone identifies a different combination of behavioral traits. The peripheral descriptors describe how others typically see individuals with your style. Plots on the outer edges of the diamond identify that one factor (DISC) of your style will dominate the other three. As you move towards the center of the diamond two and eventually three traits combine to moderate the intensity of your style descriptors within a specific behavioral zone.

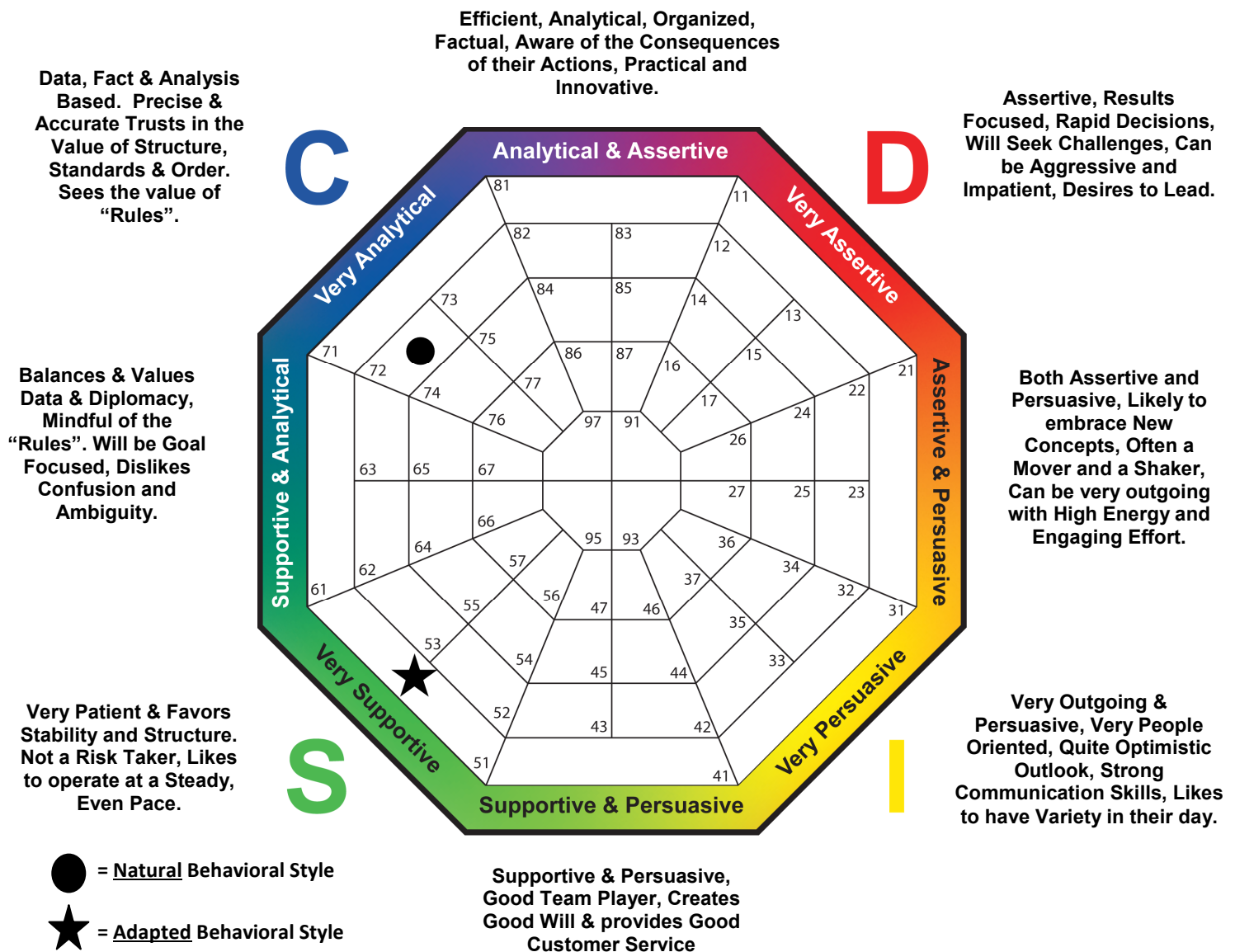
## THE SCORING LEGEND

**D = Dominance:** How you deal with Problems

**I = Influence/Extroversion:** How you deal with Other People

**S = Steadiness/Patience:** How you deal with your Activity Level

**C = Conscientious/Compliance/Structure:** How you deal with the "Organization's Rules" as well as the focus on details, accuracy and precision



## Disclaimer

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