EdMyst
Transforming talent
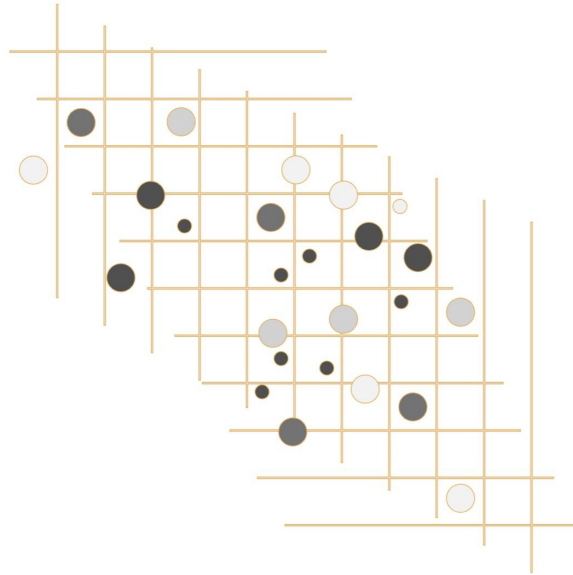
ASSESSMENT REPORT

VIVEK TEST

2023-Jul-08
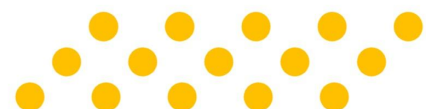
Contents

INTRODUCTION

This Leadership Report has been specifically crafted to assist you in navigating the development planning process. Its purpose is to help you integrate the outcomes from the EdMyst Assessment process into a comprehensive development plan. Whether used independently or alongside a formal coaching process, this report will prove effective.

Focused on your workplace performance, the Leadership Report examines both strengths and improvement opportunities. The strengths encompass the qualities that shape your impression on others and enable you to function optimally. On the other hand, the improvement opportunities refer to behavioral tendencies that could undermine your performance, impeding your effectiveness and eroding the quality of your relationships with customers, colleagues, and friends.

The primary goal of this report is to facilitate an understanding of your performance potential and identify any barriers that may hinder your achievements. As you review the information, it is important to consider three key points. First, only some statements may accurately reflect your self-perception. Second, everyone has inherent strengths and weaknesses, and any score can have positive and negative implications on performance. Lastly, focus on the overall themes presented in the report rather than getting caught up in individual details.

There are three ways in which this report can be utilized. Firstly, it provides a snapshot of your interpersonal performance within the workplace. Secondly, it serves as a tool to evaluate the alignment between your skills and the organization's expectations. Finally, it acts as a guide for contemplating performance improvement. When interpreting the results, it is essential to consider your own aspirations and goals, rather than assessing them in absolute terms.
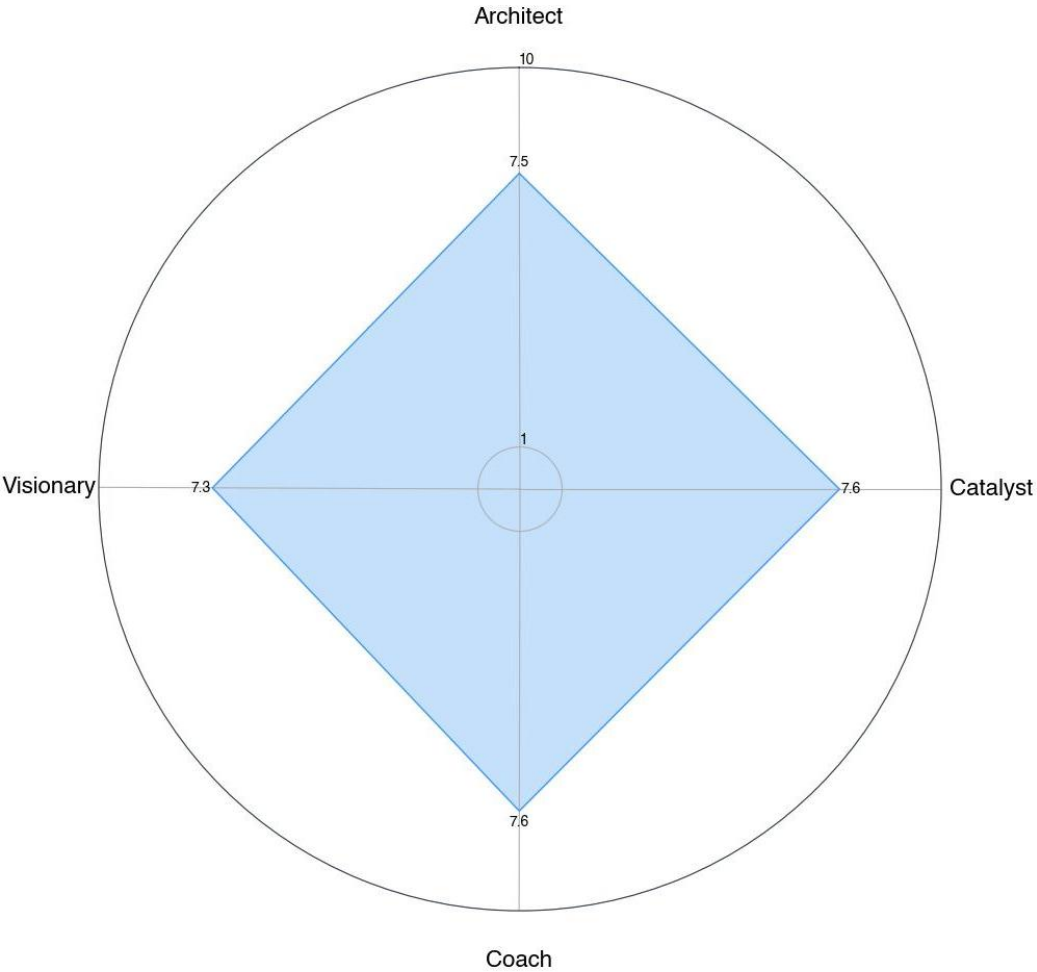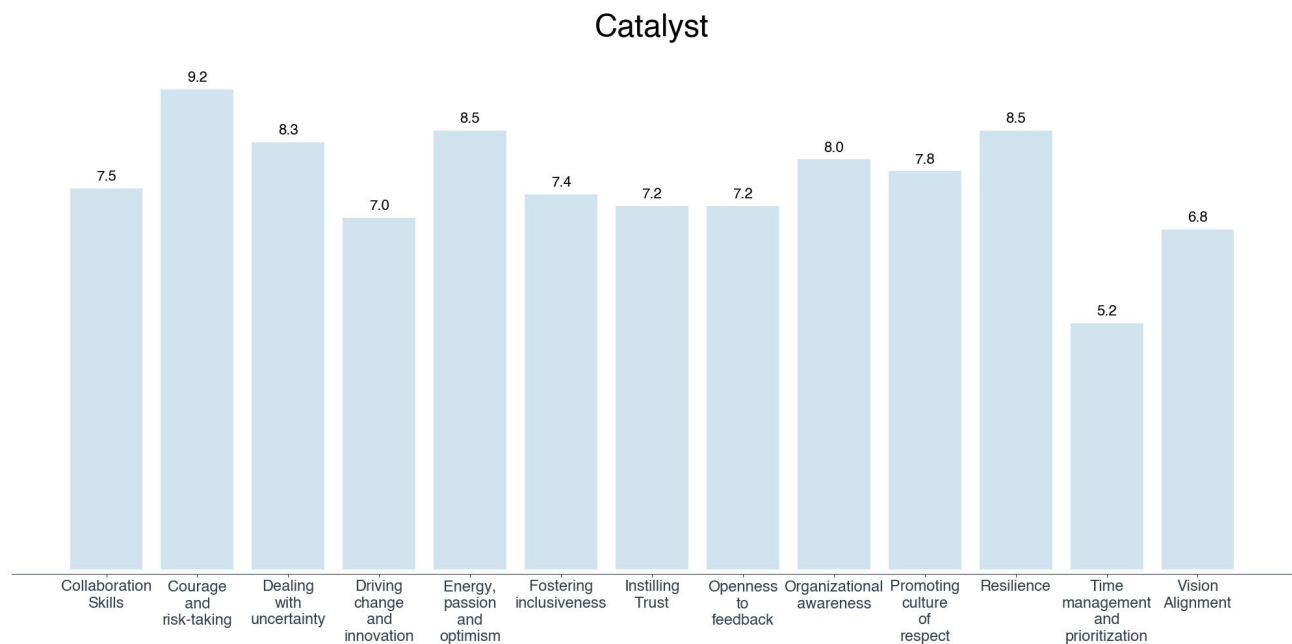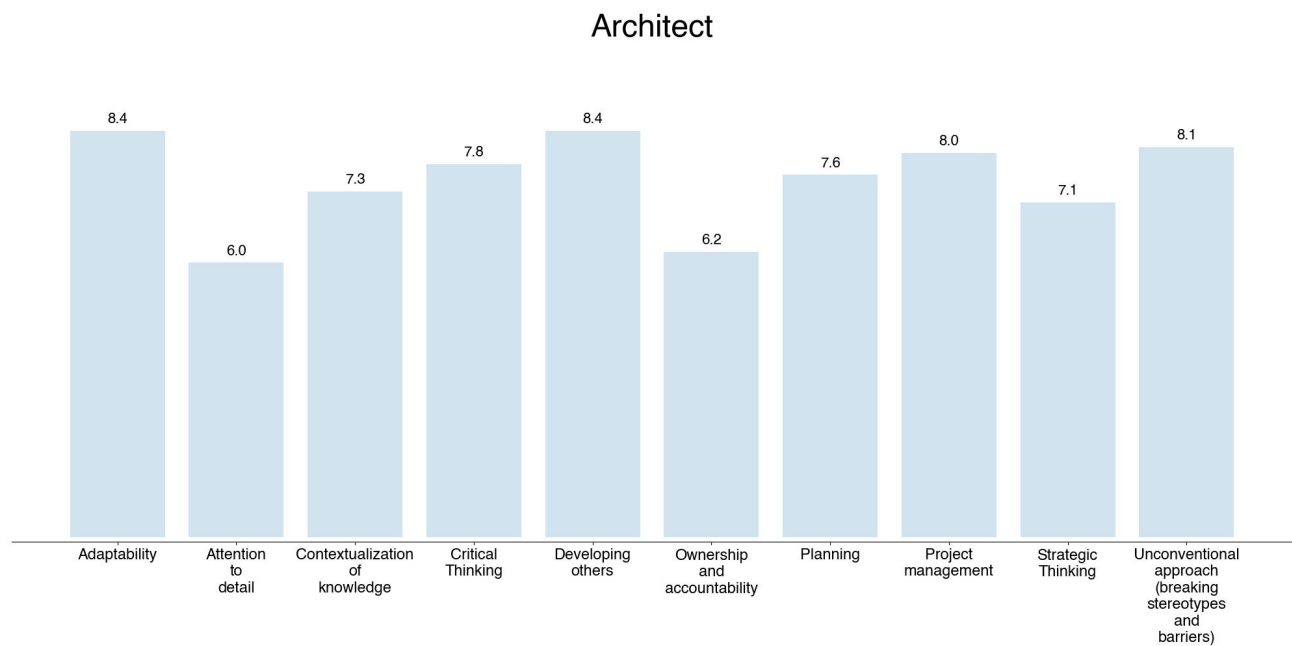
OVERVIEW

You are able to smoothly bounce back from setbacks, adapt to change, and maintain a positive mindset in the face of adversity. You effectively navigate conflicts, handle stress, and maintain a positive and focused mindset. You inspire your team to explore new ideas, challenge the status quo, and take calculated risks that can lead to breakthrough solutions and opportunities.

However, you may struggle with prioritizing tasks, coordinating resources, and meeting deadlines. You may overlook important information or fail to thoroughly review documents, resulting in errors, inaccuracies, or incomplete work. You find it difficult to admit mistakes or accept ownership for failures. You tend to shift blame onto others or make excuses, which can negatively impact team morale and trust. Leadership development programs, mentorship, and coaching can provide valuable guidance and resources to overcome these challenges and further develop these essential leadership skills.

FOCUS AREAS

SKILLS

Architect

Skill	Score
Adaptability	8.4
Attention to detail	6.0
Contextualization of knowledge	7.3
Critical Thinking	7.8
Developing others	8.4
Ownership and accountability	6.2
Planning	7.6
Project management	8.0
Strategic Thinking	7.1
Unconventional approach (breaking stereotypes and barriers)	8.1

Catalyst

Skill	Score
Collaboration Skills	7.5
Courage and risk-taking	9.2
Dealing with uncertainty	8.3
Driving change and innovation	7.0
Energy, passion and optimism	8.5
Fostering inclusiveness	7.4
Instilling Trust	7.2
Openness to feedback	7.2
Organizational awareness	8.0
Promoting culture of respect	7.8
Resilience	8.5
Time management and prioritization	5.2
Vision Alignment	6.8

SKILLS

Coach

Coaching	Empathetic	Motivating and inspiring others	Self-control and regulation	Speaking with conviction	Understanding one's emotions
7.1	7.2	7.2	9.0	7.2	8.1

Visionary

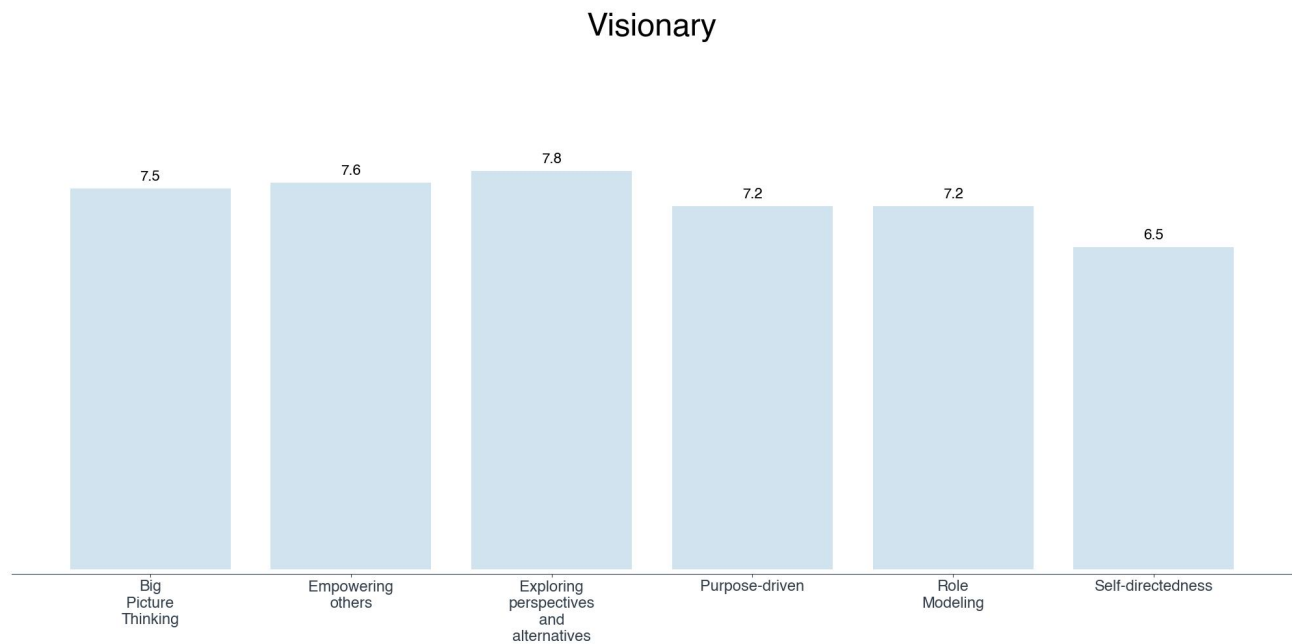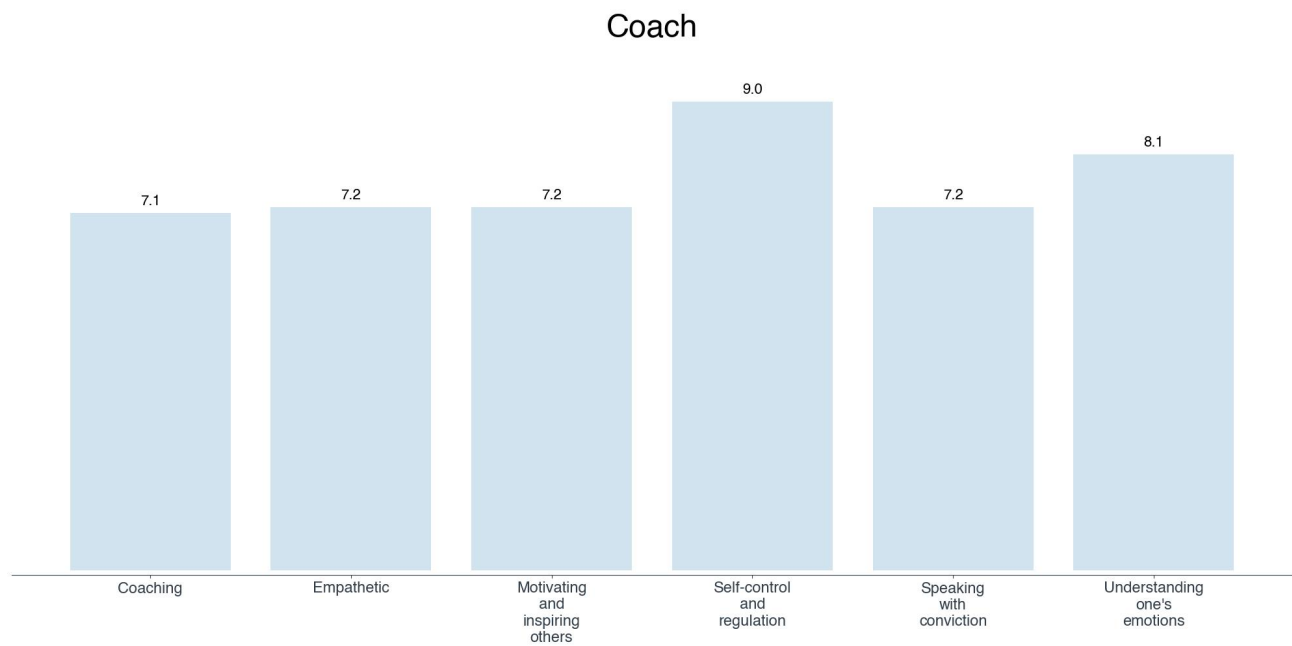| Big Picture Thinking	Empowering others	Exploring perspectives and alternatives	Purpose-driven	Role Modeling	Self-directedness
7.5	7.6	7.8	7.2	7.2	6.5

LEADERSHIP SKILLS

Leadership skills are the abilities and qualities that enable individuals to guide, inspire, and influence others towards achieving a common goal or vision. These skills are essential for effective leadership and can be developed and honed through experience, training, and self-reflection.
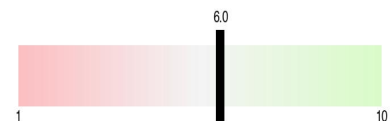
Architect

adaptability

Making appropriate responses to changing situations, adapting one's behavior to manage changing circumstances or different people

8.4

1   10

attention to detail

Noticing and focusing on the smallest aspects of a task or project, ensuring accuracy, precision, and quality

6.0

1   10

contextualization of knowledge

Understanding and applying knowledge within a specific context or situation

7.3

1   10

critical thinking

Solving a problem by recognizing assumptions, evaluating the arguments, and then drawing conclusions about the problem

7.8
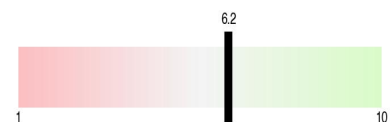
1   10

developing others

Sharing one's knowledge, skills, or expertise with others, and encouraging and reinforcing individual and professional development

8.4

1   10

ownership and accountability

Taking responsibility for one's and teams actions, decisions, and outcomes

6.2

1   10

planning

Defining clear and specific goals, understanding the desired outcomes, identifying measurable objectives, and establishing realistic timelines for achieving them

7.6

1   10

project management

Planning, organizing, and executing projects to achieve specific goals within defined constraints, such as time, budget, and resources

8.0

1   10

strategic thinking

Formulating objectives and priorities, and implementing plans consistent with the long-term interests of the organization in a global environment

7.1

1   10

unconventional approach (breaking stereotypes and barriers)

Working beyond the stereotypes of gender or creed and openly accepting differing perspectives

8.1

1   10

Catalyst

collaboration skills

Working effectively and productively with others toward a common goal

7.5

1   10

courage and risk-taking

Facing one's fears and trying something different by stretching one's mindset and embracing challenges

9.2

1   10

dealing with uncertainty

Adapting and coping constructively with unprecedented situations or events

8.3

1   10

driving change and innovation

Bringing in radical or incremental shifts or improvements and introducing and implementing new ideas

7.0

1   10

energy, passion and optimism

Shifting one's perspective with a sense of passion and hope that the outcome of some specific endeavor would be favorable

8.5

1   10

fostering inclusiveness

Promoting diversity, equity, and equality and creating a welcoming and supportive environment where everyone feels valued, respected, and included

7.4

1   10

instilling trust

Gaining the confidence and trust of others through honesty, integrity, and authenticity

7.2

1   10

openness to feedback

Being receptive and willing to receive input, suggestions, and criticism from others

7.2

1   10

organizational awareness

Appreciating and using the formal and informal relationships and structures for the benefit of the organization

8.0

1   10

promoting culture of respect

Creating and promoting a culture where diversity is valued, and where individuals feel that their contributions are recognized and acknowledged
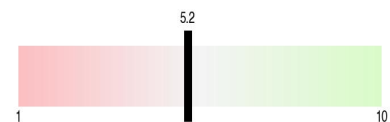
7.8

1   10

resilience

Withstanding adversity and bouncing back from difficult life situations with courage and emotional strength
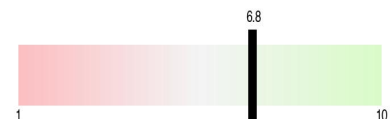
8.5

1   10

time management and prioritization

Using ones time effectively and productively, and prioritizing tasks efficiently in order to manage one's time

5.2

1   10

vision alignment

Ensuring that everyone involved understands and is committed to the same overarching objectives and values

6.8

1   10

Coach

coaching

Effectively enabling individuals or teams to help them achieve their goals and maximize their potential

7.1

empathetic

Being sensitive to the emotions of others, showing compassion, and actively listening to their concerns

7.2

motivating and inspiring others

Motivating and guiding the team to get the job done, and to bring out their best

7.2

self-control and regulation

Regulating one's emotions, thoughts, and behavior while inhibiting or giving in to temptations and impulses

9.0

speaking with conviction

Expressing ones ideas, opinions, and beliefs with confidence, clarity, and passion that inspires others to believe in and support ones message

7.2

understanding one's emotions

Recognizing, interpreting, and effectively managing one's own emotional experiences

8.1

Visionary

big picture thinking

Coming up with progressive thoughts, seeing possibilities, and grabbing opportunities

7.5

empowering others

Fostering a sense of trust, accountability, and confidence among team members, enabling them to reach their full potential and contribute meaningfully to their roles

7.6

exploring perspectives and alternatives

Resolving problems with an open mind and consideration towards different perspectives and alternatives

7.8

1   10

purpose-driven

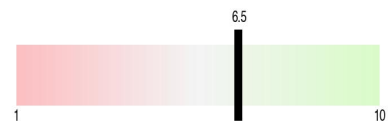Intending to achieve a long-term goal that is both personally meaningful and makes a positive mark at the workplace

7.2

1   10

role modeling

Leading by example and serving as a positive role model for others to emulate

7.2

1   10

self-directedness

Regulating and adapting behavior to the demands of a situation for achieving personally chosen goals and values
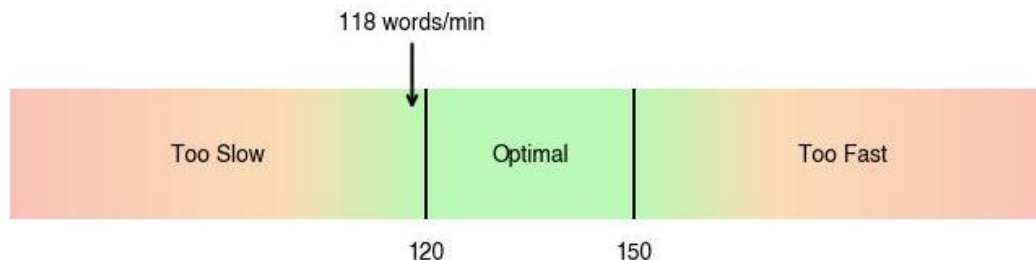
6.5

1   10

COMMUNICATION ATTRIBUTES

Attribute	Summary
Pace	118 words per minute
Pause	11 pauses
Fillers	0 repititions
Repeated Words	0
Eye Contact	100% of the time
Smile	18% of the time
Sentiment	high
Volume	66 dB

Pace

Result

You speak a bit slow based on the video.

118 words/min

Too Slow	Optimal	Too Fast

120   150

Detailed Analysis

Your average pace was 118 words per minute.The ideal pace is 120-150 words per minute in a professional conversation. Without adequate variation in pace, your conversation can appear to be monotonous.
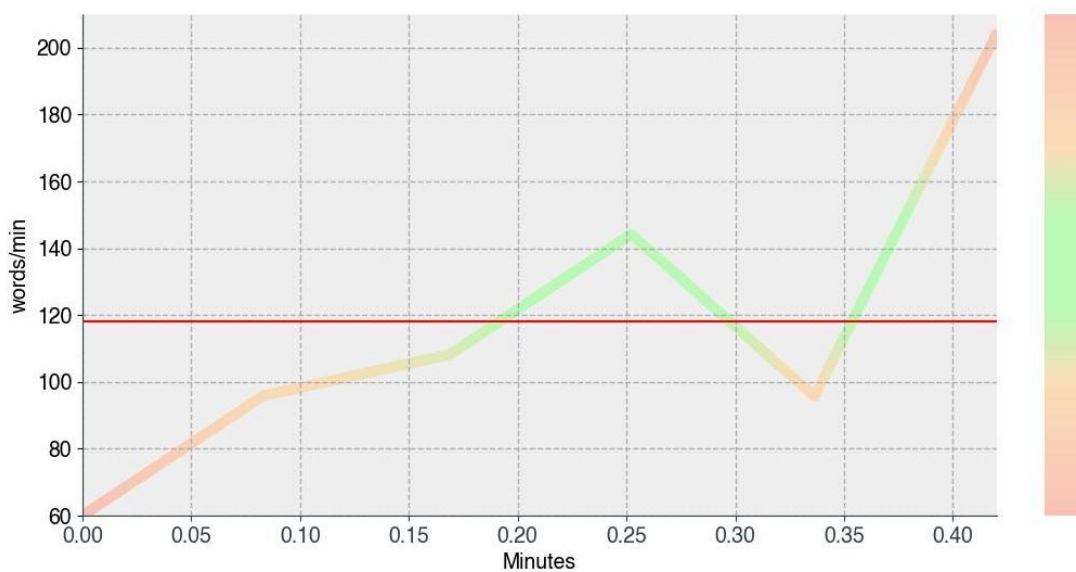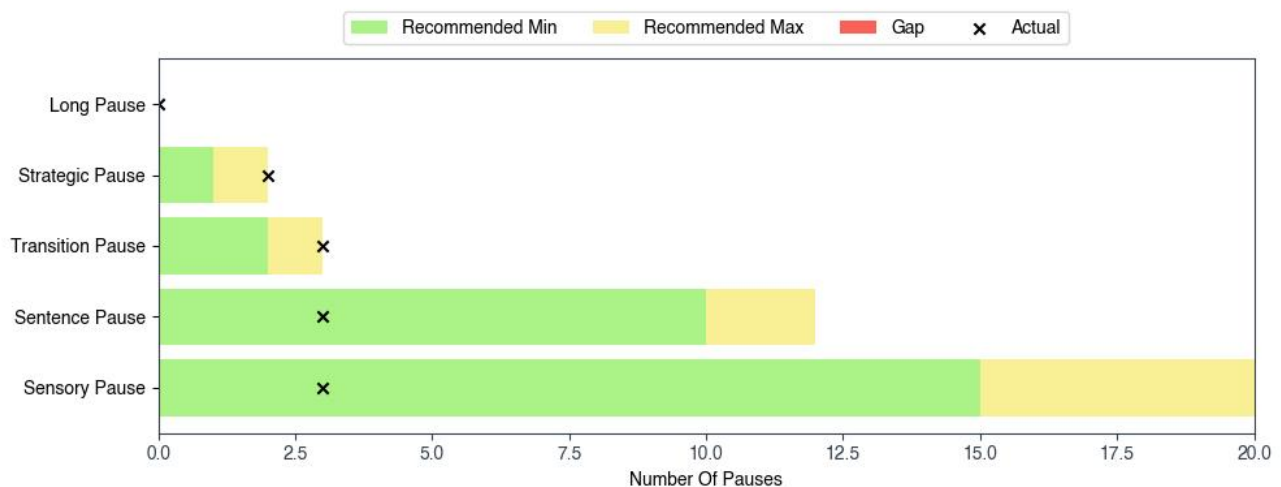
Recommendation

Keep going! Continue practicing how to vary your pace throughout the conversation. Varying your pace makes the content more interesting for the listeners and adds emotion to the content.

Pause

Result

You have taken 11 pause(s) in your 34 second(s) video recording.

Types of Pauses	Duration of Pause	Number of Pauses
Long Pauses	Greater than 3.5 sec	0
Strategic Pauses	Between 2.5 to 3 sec	2
Transition Pauses	Between 1 to 2 sec	3
Sentence Pauses	Between 0.5 to 1 sec	3
Sensory Pauses	Between 0.3 to 0.5 sec	3

Detailed Analysis

It's great that you have not taken any long pauses because they might indicate that you are hesitant or unfamiliar with your content.

Recommendation

To be a confident and effective speaker, you can use short pauses depending on the content or topic you are speaking on and the audience you are addressing. In addition, you can use some pauses to create an appropriate impression or convey an emotional appeal depending on the content you are presenting. You can consider using strategic (1-2 pauses if required), transition (2-3 pauses), sentence (10-12 pauses), and sensory (15-20 pauses) pauses. Using no pauses or fewer pauses indicates anxiety, less confidence, and impulsive behavior.

Fillers

Result

You have used 0 filler word(s) in your recording.

Detailed Analysis

You seem to be focused on your message and know how to keep the listeners engaged. You come across as a professional, prepared, and impactful communicator.

Recommendation

Continue practicing! Using too many fillers can distract your audience from the message and completely change their perception of you, making you seem less professional, unprepared, and less contextual. If a person uses more than two fillers every two minutes, they are likely to distract the listener. When you feel flustered while speaking, do not say anything instead of using a filler word. Videotape your speech and identify your crutch words. Be aware of their usage when you talk by consciously focusing on not using them.

Repeated Words
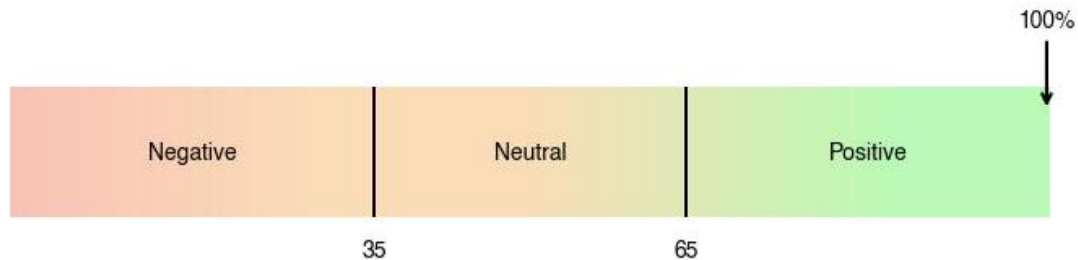
Result

You have not used any repeated words

Detailed Analysis

You have not repeated any of the words in your video. It reduces or takes away redundancy if the word(s) is not explaining any technical information or is not a jargon.

Sentiment

Result

Your overall sentiment analysis is positive based on your video.

Detailed Analysis

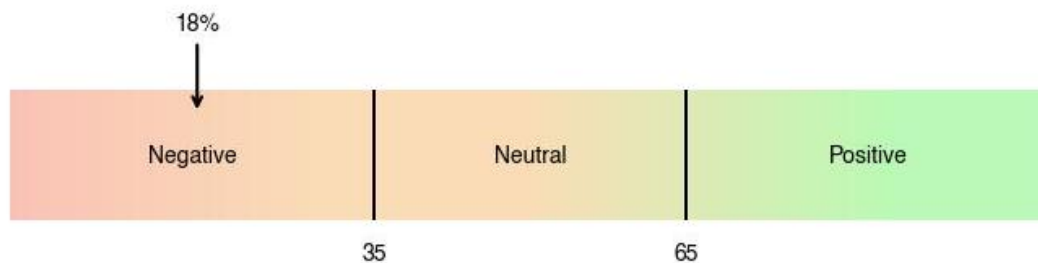We detected positive sentiments for most the times.

Recommendation

Continue using the positive words intentionally and more often as they are associated with positive feelings of happiness, joy, and excitement. In addition, it may undoubtedly evoke positive emotions in the listeners.

Smile

Result

You have smiled 18% of the times in the video.

Detailed Analysis

In 34 second(s) of your recording, you smiled for 6 second(s).

Recommendation

Smile occasionally if the content requires you to smile. Smile has enormous power to diffuse tense situations, smoothen conversations, raise the level of teamwork, and communicate friendliness. In addition, a genuine smile conveys pleasant emotions such as happiness, acceptance, and appreciation.

Volume

Result

Your volume during the presentation was within the optimal range most of the time.
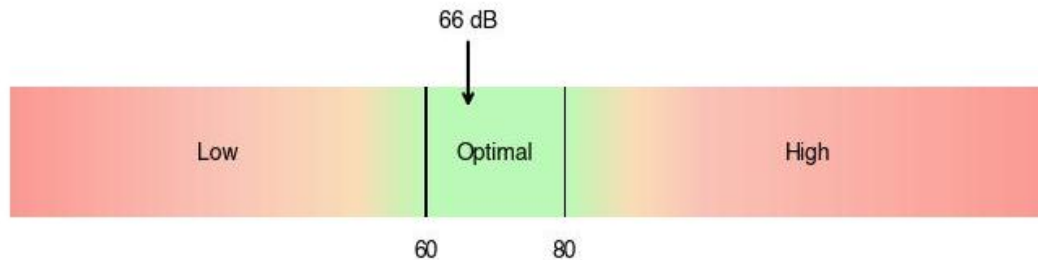
Detailed Analysis

Your volume was <50 dB for 14% of the times, 50-90 dB for 86% of the times and > 90 dB for 0% of the times. You varied your volume in this recording. Change from soft to loud or loud to soft volume to emphasize the key thoughts during the presentation and create the desired attention. Also, while modulating your volume, be mindful of the size of the room and audience. Continue modulating your volume based on the emotional appeal that you are trying to convey through your presentation.
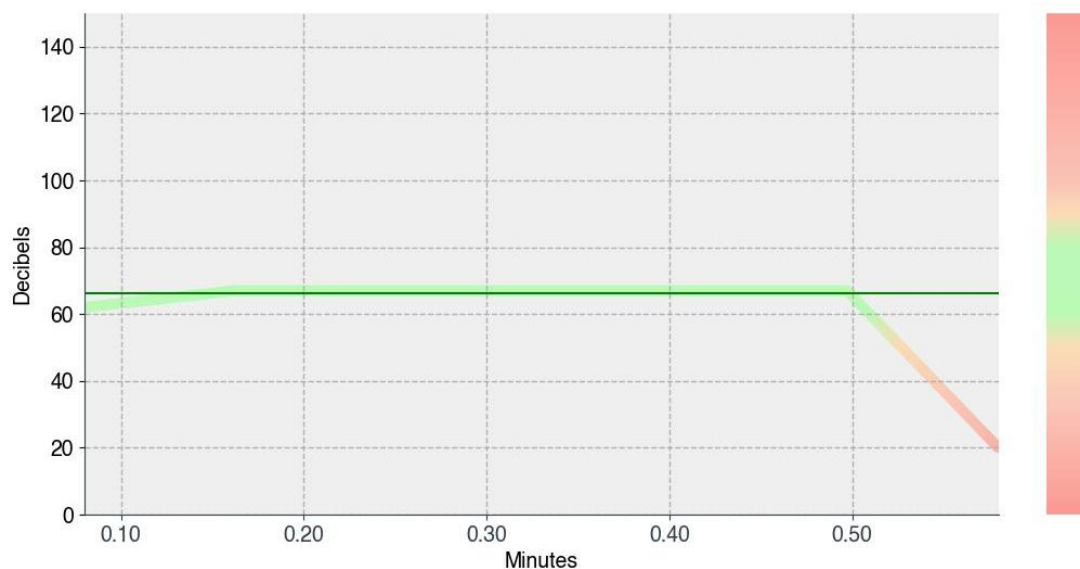
KEY PERFORMANCE STRENGTHS

Courage And Risk-Taking

Believes in oneself and one's abilities, and acts with fortitude despite ambiguity or roadblocks.

- Takes calculated risks to investigate possibilities and pursue creative ideas.
- Accepts challenging tasks as growth opportunities rather than as roadblocks.
- Takes full responsibility for one's decisions and learns from setbacks or errors.

To help you reflect on your strength, here are few self-reflection questions:

- Have I been able to embrace my fears and worries without allowing them to talk me out of taking calculated risks?
- What is my risk appetite? How does it influence my willingness to accept risks?
- Do I actively track down opportunities to get out of my comfort zone? Do I have faith in my ability to take calculated risks?
- Do I encourage and motivate people to take chances and try new things? How do I get better at it?
- How can I develop a courageous and risk-taking mindset in my team? Is there anything in specific I can do to foster it?

To help you leverage your strength, here are some suggestions:

- Push yourself to take bigger risks and step outside your comfort zone. Track down opportunities where the risks are higher, but the plausible rewards are significantly greater.
- Take an agile approach to testing ideas, gathering feedback, and improving based on real-world outcomes. Use a Six Sigma approach like DMAIC (Define, Measure, Analyze, Improve, Control), to systematically discover and decrease process flaws or variations. It will enable you to take bigger, more significant risks.
- Share your experiences of taking calculated risks and continuing to learn from setbacks with the team. Encourage others by presenting the rewards and progress that stem from taking risks.

Resilience

Can self-regulate one's emotions, thoughts, and actions and does what needs to be done to bounce back from setbacks.

- Perseveres on one's goals and objectives to deliver results despite facing setbacks.
- Finds creative solutions to overcome obstacles as a result of being flexible in one's approach.
- Concentrates on one's locus of control to maximize one's chance of success when faced with challenges.

To help you reflect on your strength, here are few self-reflection questions:

- Do I rapidly recover from setbacks and maintain a positive outlook?

- Have I shown resilience recently? What were the specific plans or ways of coping that helped me get through hard times?
- How well do I prioritize self-care and stress management to maintain my resilience? Do I have healthy ways to recharge and refuel?
- How willing am I to seek support and advice from others when confronted with stressful situations?
- Am I able to maintain composure and make sound decisions in high-stress situations?

To help you leverage your strength, here are some suggestions:

- Use mindfulness techniques and deep breathing exercises as part of your daily work routine to lower stress and build resilience.
- Foster a culture where team members encourage and support one another when things are difficult to deal with and bounce back from setbacks.
- Help your team members become more resilient by sharing your experiences of dealing with setbacks and offering guidance and insight.

Self-Control And Regulation

Manages one's emotions and reactions appropriately by exhibiting self-awareness.

- Has a solid understanding of a variety of emotional release techniques to deal with pent-up emotions.
- Recognizes and manages emotional triggers to stay composed and exercise self-control.
- Can precisely identify one's emotions and link them to specific situations.

To help you reflect on your strength, here are few self-reflection questions:

- Am I able to control my reactions and responses in difficult situations?
- Do I stop and think before I respond to something hard or upsetting?
- How well do I control my urges and avoid making hasty or rash decisions?
- Can I recognize when I am feeling overwhelmed, stressed, or triggered, and take the right steps to get my feelings under control?
- Do I actively think about what I do and how I act?

To help you leverage your strength, here are some suggestions:

- Find the specific situations or triggers that cause you to act on impulse and deal with them by doing things like counting from 1 to
- Use the urge surfing exercise to endure the urge without caving in. You can do this by taking a few deep breaths and paying attention to how and where the urge feels in your body. This shift of focus will help you strengthen your self-control.
- When you have an intrusive thought, tell yourself 'Stop!' and concentrate on your breath. This will help you break out of your thought pattern, pay attention to the present, and exercise self-control.

KEY IMPROVEMENT OPPORTUNITIES

Attention To Detail

May overlook pertinent information and struggles to complete tasks accurately.

- Tends to be less organized and often delivers work of varying quality due to rushing through tasks.
- Rarely filters out distractions and focuses on the particulars of the task at hand.
- May not fully realize the need for accuracy and how it directly impacts the outcomes.

To help you reflect on your development area, here are few self-reflection questions:

- When making decisions, do I pay sufficient attention to the minute but significant details?
- Do I work carefully to ensure that critical details are not overlooked?
- How can I better organize and manage my tasks or projects to ensure that important details are not missed?
- What factors contribute to my tendency to overlook details? Is it a lack of focus, rushing, or simply not prioritizing attention to detail?
- Before presenting or sharing information or data, do I scrutinize and verify its factual accuracy?

To help you develop in this area, here are some suggestions:

- Set up basic processes and systems to keep your information organized. Make simple checklists or templates to help you with your tasks and make sure you don't miss any important details.
- Develop the discipline of evaluating your work prior to finalizing or submitting it. Pay close attention to punctuation, grammar, and formatting errors.
- Make it a habit to regularly delete or archive old or inconsequential information. Try concentrating on relevant information while screening out distractions.

Ownership And Accountability

May hesitate to embrace personal responsibility for one's actions due to a lack of commitment.

- Rarely demonstrates a sense of urgency to complete tasks in a timely manner.
- Tends to be defensive and may try to place the responsibility on others instead of taking corrective action.
- May occasionally permit noncompliance due to a lack of understanding of its impact on the outcomes.

To help you reflect on your development area, here are few self-reflection questions:

- Do I accept responsibility for the outcomes and results of my team?
- Am I proactive in identifying and resolving the problems and obstacles faced by my team members?

- Do I provide the necessary resources and set explicit expectations for my team members to take on ownership of their roles?
- In what areas of my life do I struggle with taking ownership and being accountable? What might be the underlying reasons for this?
- Do I actively address team members who do not meet expectations or take ownership of their work?

To help you develop in this area, here are some suggestions:

- Clearly define your own and your team's goals. Make sure everyone is aware of their responsibilities by clearly outlining them.
- Take complete responsibility for your actions, decisions, and all their consequences. Focus on discovering solutions rather than placing blame on others.
- Get knowledge and insight from your setbacks by considering them to be learning opportunities. Take ownership of your growth and actively seek opportunities to learn.

Time Management And Prioritization

Tends to miss deadlines and falls behind schedule as a result of underestimating the time taken to complete the task.

- Needs to work on how to deprioritize tasks based on situational demands to meet key deadlines.
- May struggle to understand the difference between urgent and important tasks.
- Find it tough to stay focused on the task at hand and get distracted with other work activities like email.

To help you reflect on your development area, here are few self-reflection questions:

- Do I effectively manage my time and set priorities for the timely completion of tasks? Are there any specific things I could do better?
- Am I able to allocate enough of my time and energy to my work priorities, or do I get sidetracked?
- Do I have any habits that make it hard for me to manage my time well?
- Do I tend to take on too many commitments? Do I find it hard to say no? Does it impact the way I spend my time?
- Do I delegate tasks effectively and trust them to complete them? Or do I overextend myself, resulting in time constraints and burnout?

To help you develop in this area, here are some suggestions:

- Work with clearly defined goals. Split the bigger tasks into more manageable, smaller pieces.
- Plan and set aside time for various things to do by making a daily or weekly schedule.
- Learn how to say "no" to requests or tasks that aren't critical or don't fit with your priorities.

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