**GCM2000 Week 2: Self Portrait and Personal Assessment Tracking Guide**

**Instructions:**

* Complete the self-reflection exercises in section 1.
* Complete each assessment in sections 2-4 using linked resources and record results.
* Complete each assessment in sections 5-7 using materials provided on this sheet and record results.
* Summarize your VIPS on the last page of this Guide.
* Print a copy of this guide and bring to class this week to complete sections 8-10.
* Save the document and submit to the instructor via eConestoga

1. **Self-Reflection Questions (examine your interests, strengths, and traits).**

What do I do well?

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What do I enjoy doing?

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What do others tell me about myself?

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| --- |
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What energizes me?

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What am I passionate about?

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Answers to these questions will help you identify your strengths and make decisions around the contributions you can make. Many people try to conform to jobs advertised in newspapers or other sources. However, employers today have many qualified candidates from whom to choose. You will be seriously considered for a position only if you demonstrate that you know who you are, what you can offer, and where you are going.

**List Three Accomplishments or “Success Stories”**

These are experiences that you are proud of and that make you feel energized as you recall them. Include your earliest memories. They can be anything from building a house to drawing a picture or running a race. It only matters how you feel about them. The standard to use in choosing items for this list is your own pride in feeling "I did that myself!"

Accomplishment 1:

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Accomplishment 2:

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Accomplishment 3:

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How do these accomplishments connect with your self-reflection answers on page 1?

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1. **Your** [**Keirsey Temperament Sorter**](http://www.keirsey.com/sorter/register.aspx) **Results**

Complete the Kiersey Temperament Sorter questionnaire to determine whether you have the temperament of the Artisan, the Guardian, the Rational, or the Idealist.

* Navigate to this [page](http://www.keirsey.com/sorter/register.aspx) and answer all 70 questions that are listed.
* Fill out your personal information (name, email) at the bottom to retrieve the results.
* Sign in and access the free “Temperament Mini-Report”.
* Record your results below.

(Note: You are welcome to choose a paid option if you wish to retrieve more information but this is not required.)

Your personality type is:

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| --- |
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What does the Keirsey Report tell you about your type (copy and paste)?

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1. **Your** [**Bridges**](https://accesscdn.bridges.ca/auth/login.do?locale=en_CA) **Results**

Complete the Bridges Assessment to discover your Interests, values and preferences and match these to possible careers.

* Access this [site](https://accesscdn.bridges.ca/auth/login.do?locale=en_CA) and click the **Site ID** tab under ***Student Sign In***.
* Enter Site ID: 30662; and Password: t5662ps2, then click the green arrow.
* Click the ***Choices Planner*** section to link to the Interest Profiler, Work Values Sorter, and Work Preference Appraiser tests.
* **Complete the** [**Interests Profiler**](https://accesscdn.bridges.ca/choices/work/interests/Introduction.do) **Test**

After completing the Interest Profiler, what is the order of your areas of interest?

|  |
| --- |
| 1. |
| 2. |
| 3. |
| 4. |

* **Next, complete the** [**Work Values Sorter**](https://accesscdn.bridges.ca/choices/work/workvalues/Introduction.do) **Test**

After completing the Work Values Sorter, what is the order of your areas of interest?

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| --- |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |

* **Next, complete the** [**Work Preferences Appraiser**](https://accesscdn.bridges.ca/choices/work/wpa/Introduction.do) **Test**

After completing the Work Values Sorter, what is the order of your areas of interest?

|  |
| --- |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |

1. **Your** [**Me, Myself, and Us**](http://www.cbc.ca/radio/thecurrent/the-current-for-july-6-2015-1.3139448/me-myself-and-us-how-our-personalities-shape-our-lives-1.3139487) **Results**

This quiz, based on the book Me, Myself, and Us (2014) by Brian Little, gives you a self-monitoring score that reveals how adaptable you are in social situations.

* Access this [site](http://www.cbc.ca/radio/thecurrent/the-current-for-july-6-2015-1.3139448/me-myself-and-us-how-our-personalities-shape-our-lives-1.3139487) and click **Start Quiz**.
* Answer each question and click **Finish Quiz** to get your results.
* Record your results below.

What is your self-monitoring score?

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Are you a high self-monitor or a low self-monitor?

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1. **Values (your personal guideposts)**

Review your past and current jobs, or imagine yourself in a future job. Which values resonate most for you? (Select all that apply.)

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| **✓** | **Value Category** |
|  | Autonomy: you have freedom to act independently |
|  | Achievement: you enjoy completing goals or projects |
|  | Advancement: your career allows for upward mobility |
|  | Adventure: there is excitement associated with your work |
|  | Ambition: you enjoy pushing yourself to move forward |
|  | Authority; you hold power and clout within your organization |
|  | Beauty: your surroundings are aesthetically pleasing |
|  | Casual: the company environment is low-key and easy-going |
|  | Courage: you must stand up for your beliefs |
|  | Creativity: your work requires imagination and innovation |
|  | Cultural Diversity: your work embraces and promotes having a diverse workforce across multiple age groups, cultures, ethnicities, and nationalities |
|  | Entrepreneurialism: you're able to create something new and "own" your work |
|  | Ethics: your work environment supports a high level of integrity and honesty |
|  | Fast-paced: you enjoy the momentum of being constantly busy in your job |
|  | Excellence: mastery of new skills and building on current skills is important in your work |
|  | Independence: the ability to manage your time and work at your own pace |
|  | Stimulation: you require ongoing "brainy" challenges |
|  | Job Security: the position appears to offer long-term career stability |
|  | Learning: you have opportunity for professional growth and development, as well as building your skills and knowledge base |
|  | Meaningful Work: you need to know how your work touches peoples' lives |
|  | Monetary Reward: your salary is at the top-end range for your industry |
|  | Physical Activity: your job allows you to physically exert yourself, with your whole body or with your hands |
|  | Recognition: you receive appreciation, credit, and validation for your work |
|  | Relationships: you need strong working relationships on the job, from supervisors, colleagues, co-workers and vendors. |
|  | Respect: everyone shows consideration toward each other |
|  | Responsibility: you are entrusted with decision-making authority |
|  | Risk: you enjoy work that involves an element of feeling "on the edge" |
|  | Service: you enjoy helping others |
|  | Structure: your work environment is organized and efficient |
|  | Teamwork: you have the ability to work frequently with others |
|  | Training: you need clear instructions for your work functions |
|  | Transparency: there is open communication throughout the organization, where everyone is kept in the loop |
|  | Travel: your work involves outside travel, besides sitting behind your desk all day |
|  | Variety: your work involves a wide range of diverse activities |
|  | Work/Life Balance: your work allows time for family and leisure activities |

Personal Workplace Values – Adapted from [Career coach Academy](http://www.google.ca/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&ved=0ahUKEwjIzbXE-dHJAhVFJB4KHf2sD8gQFgghMAE&url=http%3A%2F%2Flibrary.constantcontact.com%2Fdoc203%2F1101155006761%2Fdoc%2FSfSG4Sxaf5rCkXEG.pdf&usg=AFQjCNF5O7dH16N97KZR1X0mDSp6tPUkGA): accessed December 10, 2015

1. **Interests (things you like to do or find interesting)**

Personal interests list:

(Select all that apply.)

|  |  |  |
| --- | --- | --- |
| Acting  Antiquing  Astrology  Badminton  Baseball  Baseball  Basketball  Billiards  Bird watching  Birdwatching  Board games  Book collecting  Bowling  Boxing  Bridge  Cheerleading  Chess  Coin collecting  Comic book collecting  Computer programming  Cooking  Cricket  Curling  Cycling  Dance  Dancing  Darts  Debate  Drawing  Driving  Electronics  Mahjong  Marbles  Martial arts  Metalworking  Meteorology  Motor sports | Fencing  Field hockey  Fishing  Flying  Footbag  Fossil hunting  Gambling  Gardening  Going on vacation  Golfing  Gymnastics  Handball  Hiking  Horseback Riding  Hunting  Ice hockey  Ice skating  Jogging  Judo  Lego building  Magic  Mountain biking  Mountaineering  Mushroom hunting/Mycology  People watching  Photography  Playing musical instruments  Poker  Racquetball  Reading  Record collecting  Rugby  Rugby  Running  Sailing  Scuba diving  Sewing  Shopping | Singing  Skateboarding  Skateboarding  Skiing  Skydiving  Slacklining  Slot car racing  Snowboarding  Weightlifting  Woodworking  Writing  Yoga Soccer  Sports  Squash  Stamp collecting  Stone skipping  Surfing  Surfing  Swimming  Swimming  Table football  Table tennis  Table tennis  Taekwondo  Tai chi  Tennis  Traveling  Triathlon  Urban exploration  Vehicle restoration  Video Games  Video gaming  Volleyball  Volleyball  Watching movies  Water sports  Web surfing |

List your top three interests:

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1. **Transferrable Skills Inventory**

Below you will find a list of adjectives (descriptive word) from the following six transferrable skills categories: Creativity, Communication, Leadership, Influence, Interpersonal, and Intrapersonal.

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| --- | --- |
| Writer Storyteller Painter  Comedian  Listener  Speaker  Team Builder  Conflict solver  Supervisor/Manager  Planner  Coach  Delegator  Conversationalist  Arbitrator  Decision-maker  Crisis manager  Salesperson  Negotiator  Persuasive  Motivated  Collaborative  Networker | Customer Service Expert  Diplomatic  Self-aware  Unstressed  Certain  Unflappable  Confident  Adaptable  Friendly  Enthusiastic  Empathetic  Organized  Problem Solver  Designer  Time Manager  Ethical  Aware of diversity/disability  Translator  Trainer  Entrepreneur  Visionary |

## Select five words or phrases from the list above that best describe your strengths:

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Review your Accomplishments on page 2. Which skills relate to your accomplishment?

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| Accomplishment | Related Skill(s): |
| Story 1 |  |
| Story 2 |  |
| Story 3 |  |

1. **Additional Test Results (TO BE COMPLETED IN-CLASS):**

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| --- | --- |
| Test | Result(s) |
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1. **Ontario Skills Passport Results (TO BE COMPLETED IN-CLASS):**
2. **Smart Goals Worksheet (TO BE COMPLETED IN-CLASS):**

**SUMMARY Self-Portrait: VIPS**

Summarize your findings in the chart below.

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| --- | --- |
| Values |  |
| Interests |  |
| Personality |  |
| Skills |  |