

Employee Accountability

Self-Reflection

Handout #2

Name: _____

Date: _____

Directions: Rate how often you demonstrate each Habit of Mind using the scale below. Be honest with yourself -- this is for your own growth, not a grade.

Rating Scale: 1 = Rarely 2 = Sometimes 3 = Often 4 = Usually 5 = Almost Always

Habit of Mind	Description	1	2	3	4	5
Persisting	Sticking with a task even when it gets hard.					
Managing Impulsivity	Pausing to think before acting or speaking.					
Listening with Understanding & Empathy	Paying attention to others' ideas and feelings before responding.					
Thinking Flexibly	Considering multiple viewpoints.					
Striving for Accuracy	Checking work carefully.					
Taking Responsible Risks	Trying new things thoughtfully, even when uncertain.					
Remaining Open to Continuous Learning	Reflecting on experiences, seeking feedback, and actively working to improve over time..					

Reflection Questions

1. Which Habit of Mind is your greatest strength? Give a specific example from work, school, or home:

2. Which Habit of Mind do you most need to develop? What is one step you will take to improve it?

3. How do your Habits of Mind affect your accountability at work or school? Give an example:
