**MSIA October 25, 2022**

**Learning Style Preferences, Communication Styles**

**& Strengths Worksheets**

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| **Learning Style Preferences Worksheet** Visual: Learn by Seeing   * Charts * Graphic Organizers * Lesson Outlines * Pictures * PowerPoint, etc.   Reading & Writing   * Books & Articles * Note-Taking   Kinesthetic/Physical: Learn by Doing   * Incorporate body moment * Tactile: Touch, feel * Hands-on   Auditory: Learn by Hearing   * Reading Out Loud/Narration * Podcasts, Audiobooks * Verbal Instructions * Discussions |

In the space below, record your Learning Style Preferences

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| --- |
| **Your Learning Style Preferences** |
| Reading, writing, hands on |

Given your learning style preferences, what do you need to learn and process information?

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| --- |
| **Books, documentation, activities** |

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| **Your PSCI Data** | | **PSCI Worksheet 1: Your Data & Description** |
| **Raw Score** | **%** |
| 16 | 29% | **The Mediator: The Peace Maker**  Mediators are those personable people whom everyone seems to like. They become experts in their field, and others seek them out for advice because of that expertise. They are helpful and sometimes caring to a fault. Mediators make everyone in the group feel comfortable. While they like people, they are generally reserved in communicating with others. They never like showboating, so the presenters often think of as uninspiring. Mediator leaders instill trust in those who work with them. Patient, thorough, and tolerant of others, Mediator leaders and employees can move mountains, one piece at a time! Be careful to see Mediators for their strengths/contributions and not misinterpret them as “overly people-focused,” “feelings centered,” or “slow to task” people. |
| 17 | 31% | **The Strategist (Analyst): The Hardworking Tactician**  Strategists are thorough, meticulous, hardworking tacticians. They are expert analysts and problem solvers. They follow the rules and think things through slowly and carefully, questioning and evaluating nearly everything and everyone. Strategists hate to be wrong, and they hate to make mistakes. You always know where they stand, for they are clear and diplomatic communicators. Often, perfectionists, people can trust that the Strategist has left no stone unturned. They are tuned in to the operational/task-oriented follow-through critical to each project. They will not give up until the job is complete. |
| 11 | 20% | **The Director: The Trail Blazers**  Directors like to be in control. They are results-oriented and possibility thinkers. They eagerly take on new, often risky challenges, quickly set goals, and work hard to achieve them. Staying in control means everything to the Director. People often select them as the leader, and they rail against rules others laid down, preferring to blaze their own trail. From their vantage points, Directors can see strategic advantages and orchestrate the actions to beat the competition. They tend to work long, hard hours. People say Directors have a lot of drive and are assertive and outspoken. Be careful to see Directors for their strengths/contributions and not as powerful, blunt, or uncaring people. |
| 11 | 20% | **The Presenter: The Social Leaders and Influencers**  Presenters tend to know everyone important. They love to talk to anyone about anything, anytime. Presenters are animated, energetic, and spontaneous. They like to have fun with everything. They are excellent communicators and can be very persuasive. They often embellish their experiences with colorful anecdotes that are crowd-pleasers. Presenters look successful to others. They like variety, are curious and are sometimes impulsive. They do not like to be tied down to one thing and quickly lose interest in projects after start-up. They draw people to them because of their intuitive connections. Individuals tend to confide in them easily. They are comfortable being the center of attention. Be careful to see Presenters for their contributions/strengths and not misinterpret them as “flighty,” “fun-loving,” or “life of the party” people. |
| **Your**  **Total**  55 | **Equals**  **100%** |  |

Adapted from Coach U.

In the space below, record your Dominant Communication Styles

|  |  |
| --- | --- |
| **Your Dominant**  **Communication Style(s)** | |
| **Style** | **%** |
| **The Strategist** | **31** |
| **The Mediator** | **29** |
| **The Director** | **20** |
| **The Presenter** | **20** |

Complete the “Uniquely You” Column.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PSCI Worksheet 2: Uniquely You** | | | | | |
|  | **Pure**  **Director** | **Pure**  **Mediator** | **Pure**  **Presenter** | **Pure**  **Strategist** | **“Uniquely**  **You”** |
| Action Orientation  High, Medium, or Slow | High | Medium | High | Slow | **Pure**  **Mediator** |
| Direct or Indirect Communicator | Direct | Indirect | Direct | Indirect | **Pure**  **Strategist** |
| People or Task Orientation | Task | People | People | Task | **Pure**  **Strategist** |
| Decision-Making Pace  Fast or Slow | Fast | Medium | Fast/  Medium | Slow | **Pure**  **Strategist** |
| Risk Taker or Reluctant to Take Risk? | Risk Taker | Medium | Risk Taker/  Medium | Reluctant | **Pure**  **Strategist** |
| Speak Up or Stay in the Background? | Speak Up | Stay in Background | Speak Up | Stay in Background | **Pure**  **Strategist** |

Adapted from Coach U.

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| **PSCI Worksheet 3: You in the Context of Others** | |
| What role do you prefer to have in a group setting or meeting? | I like to make sure everyone has designated roles and knows what’s going on. Make sure everyone is organized |
| What frustrates you in group/team meetings? | When the meetings are very unorganized to the point where no one knows what they’re doing. |
| What frustrates you in conversations? | When conversations move in a circular pattern. |
| What makes you feel understood & valued? | When people understand my ideas. Even if they disagree I feel understood if they can give me a good reason why I’m wrong. |
| Complete the following sentence.  *When communicating with me, please:* | Please get to the point. |

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| --- | --- | --- | --- |
| **PCSI Worksheet 4: Strengths, Weaknesses & Companions** | | | |
| **Style** | **Strengths**  **What is/are Your Style(s) Strengths?** | **Weaknesses**  **What is/are Your Style(s) Weaknesses?** | **Who Are Potentially Good Working Companions?** |
| **Directors** | * Decisive * Gets Things Done * Clarity of Where Others Stand | * Not thinking about consequences before making decisions * Can be viewed as “abrasive” | Strategist: Slows them down  Mediators & Presenters: Brings People focus |
| **Presenters** | * Brings Energy, Harmony & Fun * Makes Others Feel Welcome & Comfortable | * Decisions based on what others want vs. for the greater good; avoids conflict * Thinking about consequences before making decisions | Strategists: Slows them down  Directors: Focus on task & execution |
| **Mediators** | * Collaborative & Inclusive * Trust-Builders * Natural Coaches | * Can see both sides of issues à can appear indecisive * Avoids conflict | Directors: Provide direction & speed under time constraints |
| **Strategists** | * Thorough & Thoughtful * Reliable | * Analysis Paralysis | Directors: Provide direction & speed under time constraints  Mediators & Presenters: Brings People focus |

Adapted from Coach U.

**Communication Styles Reflection Questions**

Given your dominant communication style(s), identify the strengths you readily see associated with your dominant style(s).

|  |
| --- |
| Thorough & Thoughtful, Reliable |

Given your communication style(s), identify the weaknesses you readily see associated with your dominant style(s).

|  |
| --- |
| Analysis Paralysis |

|  |  |  |
| --- | --- | --- |
| **Worksheet 5: Helpful Questions & Techniques to Counter Weaknesses** | | |
|  | **Weaknesses** | **Helpful Questions** |
| **Directors** | Thinking about consequences before making decisions  Leaving Others Behind; Patience | What are the potential consequences of your decision?  Remember to see others’ perspectives:  “Is everyone on board? How do you know?” |
| **Presenters** | Decisions based on what others want vs. for the greater good  Thinking about consequences before making decisions | “What’s best for the team, organization, or customer?”  What are the potential consequences of your decision? |
| **Mediators** | Can see both sides of the issue à can appear indecisive  Avoids Conflict | “Where do you stand”?  How can I support you in dealing with “X”? |
| **Strategists** | Analysis Paralysis | “What’s the ideal state?”  “What’s the ultimate goal?”  “Given the deadline, where are your energies best used?” |

Adapted from Coach U.

**Communication Styles Reflection Questions**

Given your dominant communication style(s), what questions would you find most helpful to overcome your style(s)’ weaknesses?

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| Given the deadline, where are your energies best used |

**CliftonStrengths Results Worksheet**

**Strengths Reflection Part 1:**

For each strength, identify the balcony and basement elements that resonate with you.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Strength** | **Balcony Elements** | **Basement Elements** |
| 1. | Strategic | anticipates alternatives, intuitive, sees different paths | difficult to understand their thinking |
| 2. | Learner | always learning, catches on quickly, interested in many things, finds life intriguing |  |
| 3. | Includer | invites others in, caring, engages others, takes up for others | indiscriminate, unable to decide, generous to a fault |
| 4. | Individualization | sees the uniqueness in all individuals, intuitively knows that “one size does not fit all” | unable to synthesize when it comes to people, has difficulty placing group above individual, difficulty in making people decisions |
| 5. | Achiever | tireless, strong work ethic, leads by example | overcommitted, can’t say no |

**Strengths Reflection Part 2:**

Below is a generic flow of a project in an organizational setting. Which stage or stages best suit your strengths? Please provide a short explanation in the space below.*(E.g., I'm best at the beginning and early middle stages. I use my strategic and achiever strengths at the beginning of a project. Seeing the big picture and setting goals comes naturally to me. I also use my relator strengths to get the buy-in of team members.)*

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| The middle best suits my strengths. I think once the initial problem has been laid out and a direction has been established, I can take that concept and bring it near the end using the strategies I know best. |

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| --- | --- | --- | --- | --- | --- |
| **Beginning**   * Laying out Big Picture & Goals * Getting Buy-in of Team Members | |  | | | |
|  | **Early Middle**   * Determining Ideas & Process & Roles * Continuing to Get Buy-in of Team Members * Obtaining Resources from Key Stakeholders Outside of the Team | |  | | |
|  | | **Middle**   * Executing * Solving Problems as they Arise * Handling Conflict if/when it Arises * Obtaining Resources from Key Stakeholders Outside of the Team * Ensure Everyone on Team is Still Engaged * Celebrating Progress | |  | |
|  | | | **Middle/End**  Selling to Key Stakeholders | |  |
|  | | | | **End**  Celebrating Outcome | |