

Personality User's Guide:

DISC – Is your style above or below the energy line (50-point mark)?

- | | |
|---|--|
| D: How do you respond to problems and challenges? | Assertive (above)
Reflective (below) |
| I: How do you influence others to your point of view? | Optimistic (above)
Realistic (below) |
| S: How do you respond to the pace of the environment? | Steady (above)
Flexible (below) |
| C: How do you respond to rules and procedures set by others? | Rule follower (above)
Rule bender (below) |

Checklist for communicating: 2-3 selections from Ways to Communicate and Ways NOT to Communicate

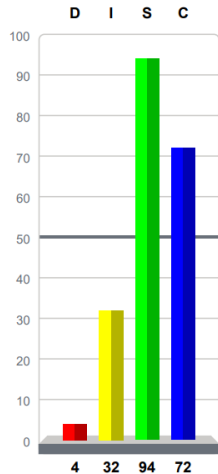
12 Driving Forces

Ideal Environment - Use this section to identify specific duties and responsibilities that your employee/supervisor enjoys.

Keys to Motivating – List 2-3 highlights about your employee's/supervisor's wants.

Keys to Managing - List 2-3 highlights about your employee's/supervisor's needs for optimum performance.

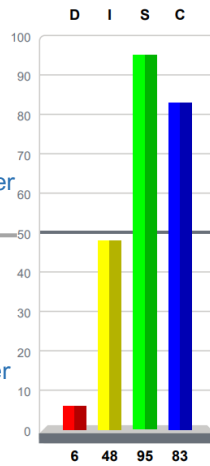
Adapted Style



Assertive
Optimistic
Steady
Rule follower

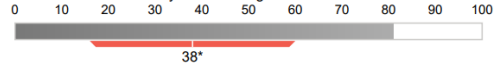
Reflective
Realistic
Flexible
Rule bender

Natural Style



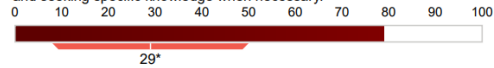
Primary Driving Forces

1. **Structured** - People who are driven by traditional approaches, proven methods and a defined system for living.



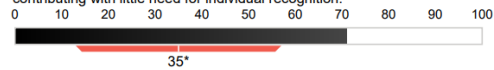
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2. **Instinctive** - People who are driven by utilizing past experiences, intuition and seeking specific knowledge when necessary.



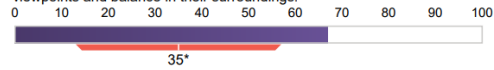
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3. **Collaborative** - People who are driven by being in a supporting role and contributing with little need for individual recognition.



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4. **Harmonious** - People who are driven by the experience, subjective viewpoints and balance in their surroundings.



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Ways to Communicate:

- Provide a friendly environment.
- Take your time and be persistent.
- Support your communications with correct facts and data (I won't research if the data you give me is true)

Keys to Motivating:

- Time to adjust to changes as it relates to systems and structure.
- Private recognition for loyalty and service. (Just don't overdo it, give her
- Appreciation for her patient and steady following of the system and
- organization.

Ways NOT to Communicate:

- Talk to her when you're extremely angry. (Makes her shut down)
- Push too hard and be unrealistic with deadlines.
- Be vague; don't offer probabilities and opinions. (Tell me clearly what you want)

Keys to Managing:

- A consistent approach to apply past experience. "Historically"
- A non-threatening manager who listens to her balanced perspective.
- Assistance in adjusting to change by providing information and logic to keep organizational balance.

Ideal environment:

- Verbal recognition for established systems and processes where there is a successful outcome.
- Specific information to support the reasons for change.
- To be seen as a reliable and trustworthy team player working for the organizational system.

Notes: from Hungary, husband: Danny, son: Milan, daughter: Luna