360° Feedback Report

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This report has been prepared for:

Sample 360 Feedback

20/03/2014

Using brain science to enhance personal and business performance

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How can PRISM help me?

Dear Sample,

You recently completed a PRISM Inventory - the self-reporting behavioural instrument. This report has been given to you to provide some feedback about the analysis of your responses to the Inventory. When considering this report’s descriptions of your behavioural preferences, it is important to recognise that they are based on the answers you gave and it represents, therefore, the way you see your behaviour, rather than how your behaviour might be described by another person.

It is important to stress that no profiling tool is infallible. As with all self-report instruments, the accuracy of this report depends on the frankness and accuracy with which you completed the Inventory.

An important objective of this report is to help you to learn more about yourself and your behaviour preferences, so that you will be able to exploit your strengths to your best advantage and also minimize the likely impact of those strengths if they are overdone. The more you understand how you approach situations, the better you will be able to work to your full potential and make decisions that result in greater satisfaction. The planning steps below should help you increase your self-knowledge and identify areas of strength and development.

It is important that you set aside some quiet time to read through your report a number of times. Please pay close attention to what it says about you and highlight the statements you believe most accurately describe you.

Next, mark any comments that surprise you or indicate areas where you feel you could improve your effectiveness. Consider these qualities and ask people who know you well about them to see if they are true. If, after reflection, the information still seems to be at odds with your experience, you may find it valuable to discuss the contents with someone who knows you well. No questionnaire will ever know you as well as you know yourself. However, it is possible that in some circumstances, you may not have thought about certain aspects of your behaviour.

Having studied the report carefully, it is important that you draw up a list of those areas that you intend to focus on to help you improve your work and personal life. Carefully examine your current situation and set some realistic goals for increasing your effectiveness. In particular, plan what you are going to do to avoid or guard against those behaviours that may inhibit your effectiveness and performance in the future.

We hope you will find this report both enlightening and rewarding.

PRISM Brain Mapping
Why is PRISM different?

PRISM is a neuroscience-based instrument specifically designed to identify the behavioural preferences that directly relate to personal relationships and work performance.

Neuroscience – which has seen most of its major discoveries made in the last 10-15 years – has proved that the brain is remarkably elastic in terms of its capacity for change. PRISM focuses, not only on the brain’s functional architecture, but also on how the neural networks interact with brain chemicals such as glutamate, dopamine, noradrenaline, serotonin, testosterone and oestrogen to create behaviour. Modern neuroscience rests on the assumption that our thoughts, feelings, perceptions, and behaviours emerge from electrical and chemical communication between brain cells. It is these very same neuroscientific discoveries that have facilitated the development of the PRISM Brain Mapping Method.

Rather than the theoretical concepts of many traditional tests, PRISM measures the things that people like doing and the behavioural characteristics related to those things. Research shows that people whose interests match their occupations and activities find greater satisfaction, are more productive, and have higher levels of motivation. These results can increase the individual’s work performance and enhance the chances of career success. Indeed, a Harvard Business Review study has shown that staff turnover almost doubles when no job suitability match has been undertaken. The study also concluded that 80% of staff turnover can be attributed to mistakes made during the employee selection and recruitment process.

To facilitate understanding, PRISM uses colours to illustrate the behaviour preferences. Although the PRISM model is a metaphor for brain functioning, the PRISM maps represent the dynamic interaction that takes place within the brain and is based on the principle that no one part of the brain does solely one thing, and no one part of the brain acts alone. All our thoughts, emotions and actions are the results of many parts of the brain acting together.
Why is PRISM different? [Continued]

The PRISM chart represents the relationships between the right hemisphere (Green and Blue) and the left hemisphere (Gold and Red) of the brain, plus the front half of the brain - the motor cortex (Gold and Green) and the rear half of the brain - the sensory cortex (Red and Blue). Red and Gold preferences indicate how a person will tend to behave when engaged in a task and/or when under pressure to achieve results. Green and Blue preferences indicate how a person will tend to behave in a social setting when establishing rapport with others. As the person switches between these two preferences, he or she may display very different - even opposite - behaviours.

Many personality and individual assessment tests are based on bi-polar scales (either/or) type of questions. In other words they identify people as either one thing or another. PRISM differs in how data is gathered and reveals balances and imbalances instead of the 'typecasting' that comes from bi-polar methods.

In addition to PRISM's eight behaviour dimensions, the 'Professional' and 'Personal' report identifies and measures 26 key aspects of work preference. This information allows you to make many links between your natural behaviour preferences and your work behaviour.

The report also enables you to gain an insight into your behavioural preferences from several points of view. In addition to the normal PRISM reports, you can receive outputs on Emotional Intelligence and on 'The Big Five' - one the most widely accepted and used models of personality.

PRISM 'Professional' has a number of added facilities. For example, it manages a 360-degree process with the option to include generic or in-house competencies. It can create team maps and match a team with a team benchmark. There is also a team diagnostic facility which measures a team performance as well as the quality of interpersonal relationships within the team. For information about these facilities, please contact your PRISM Practitioner.
Interpreting your PRISM Report

PRISM 'Professional' and 'Personal' provide three 'maps' of an individual's behavioural preferences. The 'maps' are referred to as: 'Underlying', 'Adapted' and 'Consistent'.

The 'Underlying Map' can be described as 'the real you'; your natural, inherent behaviour, or the behaviour used by you when under pressure. It is, therefore, an indication of how you tend to behave when you are either totally relaxed, or occasionally, when you are under stress and when you feel no need to manage or control your behaviour to present the most appropriate response to the world. It, therefore, indicates the extent to which you are comfortable using these instinctive behaviours. Although it is likely to be your most comfortable behaviour pattern, you will find it necessary to adapt that behaviour from time to time to cope with the demands of everyday living.

The 'Adapted Map' is the behaviour pattern that you tend to create to interact with the world at large. It indicates how you believe you need to adapt your 'Underlying' behaviour to achieve success in specific environments e.g. what you think others expect of you, or how you feel others want you to act. In other words, it is the behaviour you borrow on occasions in order to 'get the job done'. For example, how much you feel a need to adjust your natural, instinctive behaviour to meet the demands of your work. The 'Adapted Map' shows a pattern of movement away from the 'Underlying Map' - either outside it or inside it. If you adapt to a significant extent inside the 'Underlying Map', you may feel a degree of frustration at being unable, on occasions, to use your natural preferences to the full. On the other hand, if you adapt outside your 'Underlying Map', you may feel stressed at times, especially if the adapting carries on for a prolonged period of time.

Like everyone else, your overall behaviour is not based totally on either your 'Underlying' or 'Adapted' profiles which are, inevitably, only used by you for a relatively small proportion of your overall time. On the other hand, the 'Consistent Map' takes into consideration your responses which are consistent with both your 'Adapted' and 'Underlying Maps' and presents a picture of how you tend to behave for most of your time - the view that most other people probably have of you.
# Dimension Key Points

<table>
<thead>
<tr>
<th>Dimension</th>
<th>Characteristics</th>
<th>Potential weaknesses if strengths are overdone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Focusing</td>
<td>Forthright, demanding and impatient. Stubborn, blunt and challenging. Copes well with adverse conditions. Driven to win and achieve status. High pressure negotiating skills.</td>
<td>Irritable and easily frustrated. Provocative and argumentative. Poor listener when under pressure. Suspicious of the motives of others. Quick to anger and volatile.</td>
</tr>
<tr>
<td>Finishing</td>
<td>Strong attention to detail and accuracy. Conscientious, painstaking and orderly. Good at communicating complex data. Focuses on accuracy and high standards. Follows tasks through to completion.</td>
<td>Insular, pedantic and slow moving. Dislikes delegating to others. Uneasy making contact with strangers. Intolerant of errors or disorganisation. Prone to worrying unduly or anxiety.</td>
</tr>
<tr>
<td>Evaluating</td>
<td>Questions the validity of data. Checks the pros and cons of all options. Does not accept things at face value. Makes astute decisions based on facts. Fair-minded and unemotional.</td>
<td>May be seen as sceptical and cynical. Can be uninspiring and negative. Appears indifferent to others’ feelings. Slow and cautious when deciding. Unreceptive to new, untried ideas.</td>
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</table>
Introduction

At first glance, some of the behaviour preferences which make up a candidate's profile may appear to be contradictory. This is because the factors concerned often represent such radically differing sets of values and motivations that it is hard to imagine them effectively coexisting in a single profile. Neuroscience shows that every person has several, sometimes conflicting, behaviour preferences rather than a single unchanging personality. This is what makes PRISM different from other instruments - and a much more authentic way of identifying behaviour! All people adapt their behaviour to meet the needs of specific situations and display entirely different behaviours: sometimes talkative and sometimes withdrawn, sometimes caring and sometimes aggressive, sometimes relaxed and sometimes anxious.

These different behaviours occur because the brain's hemispheres (the right side and the left side) process different information as they respond to what is going on around them. The right hemisphere (Green and Blue in PRISM) is interested in people as individuals. It focuses on self-awareness, empathy, emotional expression and understanding, novelty, intuition, flexibility of thought, social behaviour and the experience of emotions of all kinds. The left hemisphere (Gold and Red in PRISM) is not impressed by empathy. Its concern is with maximising gain for itself, and its prime motivation is achievement, power and control. The left hemisphere deals with narrow, focused attention and needs certainty and to be right. It has more affinity with the impersonal and the mechanical than with personal relationships, and is more efficient in routine, predictable situations.

In addition, the front of the brain (Green and Gold in PRISM) is where decisions are made and action is taken, and the rear of the brain is where sensory information is processed. In other words, the rear of the brain focuses on the present and the front of the brain focuses on the future.

PRISM maps show the extent to which individuals prefer to make use of each of the above parts of their brain. Although at any one time both hemispheres will be active, one will take a predominant role as a result of the situation that prevails at the time.

Take, for example, a person who has a strong preference for both Red and Blue behaviour. On one hand, Red is a controlling and guarded characteristic, preferring to avoid revealing too much personal information to others, but, on the other hand, Blue is a supportive and open characteristic, preferring to maintain amiable and harmonious relationships with others. Those individuals possessing both high Blue and Red preferences will adapt their behaviour in a social setting by showing the Blue accommodating and supportive side to their nature if they feel relaxed and if they can trust the people around them. However, in a task or work setting, especially when under pressure, those same individuals will show more of their Red preferences and thus demonstrate a much greater level of directness and forcefulness. These two contradictory behaviours are brought about by the brain's perception of what is necessary to cope effectively with the relevant situation.

Overview of Sample's profile

The following text narrative is based on the responses that Sample gave in the PRISM Inventory. According to those responses, he rated the following descriptors as most accurately describing
his preferred behaviours and, therefore, the ones which he is most comfortable using:


He also rated the following descriptors as least accurately describing his preferred behaviours and, therefore, the ones that he is least comfortable using and the ones which he prefers to avoid:


The narrative which follows will only be accurate if the above responses are accurate.

It will be clear that the ways in which Sample manages his day-to-day relationships with others will be highly dependent on the way in which he sees his environment at any given time. In a relaxed, open, social situation in which he feels comfortable with those around him, he will reciprocate by using any of his Green or Blue preferred behaviours, but in a task or work situation he will switch to a greater use of his Red or Gold preferred behaviours. Although Sample possesses varying levels of all eight behaviour preferences, he will not display them all at the same time.

**Sample’s profile indicates that he:**

- Takes responsibilities seriously.
- Is competent, industrious and reliable.
- Can work well alone and with the minimum of supervision.
- Performs quality work and always gives his best.
- Can be a willing and effective team player.
- Enjoys being valued for the support he gives to others.
- Gets along well with most people.
- Sees what needs to be done and does it.
- Handles pressure and difficult conditions well.
- Has the drive and determination to overcome obstacles.

**Sample needs to bear in mind that his profile also indicates that he will:**

- Be suspicious of new or unconventional ideas
- Find it difficult to establish rapport easily with strangers
- Have difficulty dealing with sudden or frequent changes
- Appear detached and guarded at times
- Be uncomfortable dealing with abstract concepts or ideas
- Prefer established ways of working rather than finding new ones

[Continued]
Taking into consideration Sample’s strongest behaviour preferences, he needs to be aware of the potential problems that could arise if those strengths are overdone when he is under considerable pressure, stressed, or in conflict with others. In such circumstances, it is possible that he may demonstrate some or all of the following characteristics:

- Pessimistic
- Possessive
- Judges others harshly
- Fussy
- Withdraws emotionally from the people
- Becomes uncommunicative
- Excessively rational
- Aggressive
- Uses sarcasm
- Conforms rigidly to rules

To enhance his overall performance, he should consider:

- Not being too critical or judgemental when others are telling him their problems.
- Trying to relax and loosening up a little.
- Being more tolerant when others make mistakes.
- Being careful not to talk over other people's heads. Trying to use a vocabulary that is appropriate to the situation.
- Learning to express his emotional side and sharing his feelings with people he trusts.
- Being less sensitive to comments and remarks made by others.
- Making more decisions on the basis of what is in his best interests.
- Trying to be more patient and less forceful.

Profile narrative

Sample tends to be factual and reliable, completing work with precision and accuracy. He is extremely well focused and generally avoids unnecessary risk or trouble. He knows that shortcuts are sometimes costly in the long run, so he sticks firmly to his high standards. He prefers to work in small groups rather than in front of large crowds. When he appears to be insensitive, it is usually because he is focusing completely on the task at hand. He is careful and consistent, but sometimes his analytical nature turns others off. He has a strong need to achieve success, and he will feel stifled and lacking in motivation if he fails to reach his personal goals. He builds relationships slowly, having an inherently suspicious and questioning nature. Overall, the most important factor in his behaviour is his focus on matters of efficiency and productivity. He tends to place more emphasis on practical matters than on social issues, and his actions are normally based on a rational rather than an emotional response to his situation, albeit he does have an underlying focus on people-related matters. Sample is a relatively self-contained individual, whose general approach to problems tends to be somewhat detached and dispassionate. While he possesses a sociable side, this still reflects his calm style, and for this reason he finds emotional displays and uncontrolled openness in other people annoying and distracting. He prefers to work within a well organised system, but he will also look for some freedom of action and independence.
Sample’s profile indicates that he has a distinct preference for introversion and will, therefore, usually prefer to work alone and control his own feelings, process his thoughts internally before sharing them with others, explore options independently, avoid attention from strangers, pause and think before speaking or acting, inwardly focus and think things through slowly, seek solo, close experiences with select individuals and pursue depth of experiences. He is naturally a serious, quiet, private person who may prefer writing to talking, and enjoys handling individual assignments without interruptions.

Sample’s main behaviour preferences show that on most occasions he will demonstrate that:

He is a capable, logical, conscientious person who will deliver exactly what he promises. He pays great attention to detail and quality and is compulsive at meeting deadlines and fulfilling obligations. He is also good at ensuring that the detailed aspects of a project, such as testing, rehearsing and general administrative matters, are planned and carried out properly. Although not a particularly assertive individual, he maintains a strong sense of urgency and is impatient of, and intolerant towards people who do not meet his high standards. He has high self-control and strength of character, and is serious and sincere in whatever he does. Although he may appear to be cool, calm and collected on the outside, inwardly he is often worried in case something goes wrong. Guarded by nature, his emotions and feelings are generally kept to himself. He has considerable self-discipline and is reluctant to delegate or admit defeat. It is important that he is aware that he can lower the morale of others by appearing unduly critical and losing sight of the overall objective by getting bogged down in small details.

He is placid, quiet and unassuming, and value others’ feelings. He will tend to form deep and lasting friendships with a few people, and value that friendship showing great warmth and affection. In general, he likes to plan things well in advance, working to routines and systems. Having a strong sense of duty and responsibility, he will be committed and loyal to his colleagues and friends. Once committed to something, his patience is considerable and he is willing to work long hours on tasks that are important to him. He will tend to place the objectives and needs of others before his own personal ambitions. Perceptive and diplomatic, he will tend to help avert interpersonal problems and thus enable others to contribute more effectively. His lack of competitiveness and dislike of friction may, on occasions, make him appear to be a bit soft and indecisive. Trusting, sensitive and caring, he will not be seen as a threat by others, being non-threatening and non-provocative.

He is an independent, determined person who demands and gets results. Good at meeting tight deadlines, he is methodical and systematic, albeit a bit inflexible at times, and is good at ensuring that things work properly. Thriving on crises he concentrates on realism, structure and efficiency. Although he is self-sufficient and purposeful, he is willing to support others if it will help achieve his own objectives. He is a manually skilled, practical organiser who is capable of directing others and has a preference for disciplined application and routine. He is primarily concerned with what is possible, and is adept at converting ideas into a feasible action plan. Tough-minded and efficient he can work equally effectively alone with a minimum of supervision or in a group and takes a structured and orderly approach to everything he does. Not easily discouraged by setbacks, he displays considerable sincerity and integrity, but can be rather status conscious at times. He can sometimes be contemptuous and unresponsive to what he regards as speculative, ‘woolly’ ideas that do not have an obvious bearing on the matter in hand.
He has a natural ability to make sound judgements unaffected by emotion or sentiment. His strength lies in measured and dispassionate analysis of the facts rather than in abstract or hypothetical solutions. One of his most valuable skills is in assimilating, interpreting and evaluating large volumes of complex written material and assessing the judgements and contributions of the others. In particular, he is good at weighing up the facts and finally coming to a well considered decision. He is, however, slower than many people to make up his mind, because he likes to have sufficient time to mull things over. It is important, therefore, for him to be open-minded and willing to accept change otherwise there is a danger that he will become negative and allow his analytical abilities to out-weigh his receptiveness to new ideas. Also, although he is fair, solid and dependable, he sometimes appear dry and cynical and lacking in personal warmth, empathy and motivation.

He is mature in outlook and adopts a consultative approach to others, seeking involvement with them in day-to-day tasks. Charming, relaxed and broad-minded, he has well developed insights into what motivates other people. He will often be at his best facilitating situations that require interpersonal sensitivity. Because his people skills are so effective, he will usually have the ability to persuade people do what he wants them to do. Calm and unflappable, he will tend to be a practical realist who demonstrates a self-disciplined, yet open-minded, approach to life. His enthusiasm tends to be goal orientated. He tends to think positively and, perhaps, most importantly, he knows how to make the best use of the strengths and skills that others have to offer and is able to focus people on what they do best. At work, this means he tends to be adept at establishing the roles and task boundaries of the others, and also the one who identifies performance gaps and takes steps to fill them.

Less frequently, Sample will also demonstrate that:

He is a strong-willed individual who is concerned with meeting his own personal goals. He is self-confident and can at times come across as aggressive or lacking in empathy. He can also sometimes be very impatient, demanding and critical, because he has such strongly held beliefs in what is right, and is likely to express himself without reserve if he feels someone isn’t meeting his standards. He can become belligerent if his personal freedom of choice is threatened, or if obstacles are put in his way. He is opportunistic and will show a strong emotional response to any form of disappointment or frustration. He has a need to be in control and tends to be temperamental, blunt speaking, personally competitive, and intolerant of woolliness, vagueness and muddled thinking. As a result, people may, at times, describe him as uncaring and abrasive. He feels a need to achieve his goals by whatever means are available, even if this means breaking the ‘rules’ on occasions. Although he may appear to lack interpersonal understanding and warmth he can be very articulate and charming on social occasions.

Least preferred behaviours - Sample's least preferred behaviours indicate that:

He will try to avoid situations which require him to be totally radical or creative. Not naturally flexible, innovative, adaptable or unconventional, he does not demonstrate a strong desire to find new mental challenges. In a work situation he should not, therefore, be relied upon for the creation of ingenious, new ideas or novel strategies and it is unlikely that he will devote much of his energy to finding new or radical ways of doing things.” He is also unlikely to be comfortable in roles which lack structure or clear direction.

He will try to avoid situations which require him to be sociable with strangers. Not naturally
outgoing or gregarious he is unlikely to have the flexibility of thought to find the most radical route to accomplish whatever needs to be done. He does not really enjoy being the centre of attention and will not normally be bubbly, free-spirited or light-hearted. He is unlikely to act on impulse and tends to think through the consequences of his actions. He is unlikely to be highly effective when it comes to picking up ideas and moving them forward or selling new ideas to others.
This report summarises some of Sample’s natural work preferences and plots them against preference segments ranging from ‘Avoided Preference’ i.e. a work behaviour which he tends to be uncomfortable using, to ‘Very Strong Preference’ i.e. a behaviour which he tends to use instinctively most of the time, but which could become an ‘overdone strength’, and therefore counter-productive, when he is under pressure or in conflict with others. This report reflects Sample’s self-expressed preferences. Whether or not he uses his preferences as stated will, of course, depend on a variety of factors such as organisational culture and the way in which he is managed on a day-to-day basis. It is also important to remember that people switch between social and task behaviours. A person can, therefore, be “outgoing” and “talkative” socially, but also be “demanding” and “single-minded” when engaged on a task or project.
### Work Preference Profile [Continued]

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<thead>
<tr>
<th>Preference</th>
<th>Avoided</th>
<th>Weak</th>
<th>Moderate</th>
<th>Strong</th>
<th>Very Strong</th>
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<tbody>
<tr>
<td>Being cautious, but not fearful. Making careful, well thought out, astute decisions</td>
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<td>A tendency to be calm, stable and unflustered and to have a strong preference for being rational and rather impervious to stress and environmental pressures.</td>
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<td>Comfortable working independently to achieve tough objectives or tight deadlines. Working in an environment that is results-driven, physically challenging and fast-paced</td>
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<td>Being able to concentrate for long periods on large quantities of complex information. Paying close attention to rules, instructions or detailed specifications</td>
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<td>Building group consensus and making good use of others’ talents. Consulting and enabling others to take part in the decision making process</td>
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<tr>
<td>Creating imaginative and innovative concepts, or visualising outcomes or solutions</td>
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<td>Likely to be able to adapt to a range of situations and to tolerate both criticism and challenge. Also likely to be able to maintain consistent performance in a wide range of situations and when under considerable pressure.</td>
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<tr>
<td>Being cheerful, talkative and outgoing with strangers. Having a strong need to interact socially with others for most of the time</td>
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<td>Taking and implementing tough, unpopular decisions despite strong opposition. Confronting or challenging others in a forthright or provocative manner</td>
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<tr>
<td>A tendency to be sympathetic, co-operative and considerate, and have a strong preference for deferring to others and for relating to them by being tolerant and accommodating.</td>
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<tr>
<td>A tendency to be independent, forthright and demanding, and to have a strong preference for relating to others by being tough, distant and persistent.</td>
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<tr>
<td>Likely to have a high level of motivation and to show high levels of commitment to long-term goals and results which are pursued in the face of obstacles and setbacks.</td>
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<tr>
<td>Likely to be effective in persuading others to change their viewpoint or to adopt their interpretation of a situation, or the need for action.</td>
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</table>
**Typical Red behaviour:** Controlling, independent • Assertive, authoritative • Fast-paced, energetic • Decisive, self-starting • Goal-centred, determined • Direct, forthright • Competitive, ambitious • Task oriented, forceful • Hard-working, accountable • Results-driven, daring.

**Overdone Red behaviour:** Domineering, demanding • Aggressive, pushy • Controlling, paranoid • Impatient, volatile • Autocratic, argumentative • Abrasive, irritable • Dictatorial, judgmental • Ruthless, power-hungry • Poor listener, egocentric • Insensitive, belligerent.

**What ‘turns on’ Reds:** Reds love to accept challenges, create action and achieve results. They are driven to overcome opposition in order to accomplish goals. They are quick to seize opportunities that allow them to assume control of their environment. If they know that there are rewards and recognition available for those who produce the best results, they will be among the top performers. In pursuing their goals, Reds sometimes regard the opinions of others as obstacles rather than helpful suggestions. They possess a remarkable ability to thrive in difficult and demanding environments.

**Reds love:** Having authority • Lots of action • Being the best • Challenge • Making decisions • Deadlines • Goals • Public recognition • Responsibility • Competition • Independence • Important tasks • Negotiating • Opportunities to gain status • Practicality • Power and control • Productivity • Speed • Taking charge • Winning • Leadership roles • Hard work • Taking tough decisions.

**What ‘turns off’ Reds:** Reds are irritated by anything that they perceive to be a waste of their time. They have little tolerance for long, repetitive discussions, particularly when firm decisions are not reached so that tasks can get underway immediately. It is best not to mention anything to Reds which can’t or won’t take place until well into the future, because they will become frustrated if they can’t start on it right away. Plan ahead what you want to communicate to Reds, and say it as briefly and to-the-point as possible. Avoid telling Reds more details than they actually want or need to know – it frustrates them to have to read through apparently irrelevant information to get to the bottom line of any message.

**Reds hate:** Indecision • Bureaucracy • Slow pace • Excuses • Small-talk • Irresponsibility • Dependency • Lack of initiative • Overly sensitive people • Apathy • Irrelevant information • Long explanations • Having little to do • Delaying decision making • Having to follow orders • Close supervision • Obstructive practices • Self-pity.

**Reds are motivated by:** Competition, real or imagined • Important goals that must be met by a deadline • Roles to keep them challenged and busy • Authority to negotiate and make some decisions • Independence, without close supervision • Tough assignments • Leadership roles, formal or informal • Opportunities to achieve higher status • Public recognition for their accomplishments • Productivity and initiative in others.

**Reds prefer to:** Compete to win or to achieve targets • Have the authority to take the decisions necessary to achieve goals • Solve problems physically • Work without a lot of assistance • Make decisions that save time • Handle strong pressures • Meet tight deadlines • Get right to the bottom line • Be given clear instructions • Negotiate conditions • Break rules if necessary • Live and work in an environment that allows them to be in control and create results.
PRISM Quadrant Colour Characteristics - Greens

Typical Green behaviour: Flexible, multi-talented • Opportunistic, adventurous • Fast-paced, energetic • Visualising, unconventional • Innovative, creative • Multi-tasking, adaptable • Spontaneous, unstructured • Enthusiastic, sense of humour • Free-spirited, versatile • Inventive, original.

Overdone Green behaviour: Disorganised, casual • Careless, impulsive • Unfocused, scatter-brained • Fails to complete, forgetful • Undisciplined, ignores rules • Unpunctual, irresponsible • Frivolous, unrealistic • Exaggerating, inaccurate • Superficial, evasive • Over-optimistic.

What ‘turns on’ Greens: Greens love relating to and interacting with people in a positive, friendly environment. They need to have the opportunity to express their ideas and opinions. This helps them to achieve social recognition. If they are given the opportunity to create radical ideas, they will provide unlimited possibilities, and with such energetic enthusiasm, that others will be drawn in by their infectious optimism. If they have the freedom to be innovative and do things their way, there is no doubt they will produce ingenious results.

Greens love: Freedom • Thinking laterally • Enthusiasm • Flexibility • Little structure • Creativity • Few rules • Innovation • Individuality • Imagination • Open-mindedness • Visionaries • Unpredictability • Having fun • Adaptability • Casual looseness • Dynamic atmosphere • Spontaneity • Meeting lots of people • Excitement • Experimentation • Constant change • Taking risks • Entertaining others.

What ‘turns off’ Greens: Greens are turned off by anything which they perceive as boring or ordinary. They have little tolerance for tedious details or the status quo, particularly when either slows down or blocks progress, growth or the creative process. It is best not to inhibit Greens with a lot of restrictions, because they will rebel and break the rules anyway. Give Greens plenty of freedom and leeway, and provide ample opportunities to use their inventive nature and they will be highly productive. Avoid telling them that there is only one answer, one option, or one point of view – their brain thinks laterally and will rarely be able to restrict possibility to a single outcome.

Greens hate: Routine • Boredom • Narrow-mindedness • Confinement • Lots of details • Structure • Exact expectations • Nit-picking • Rules • Schedules • Tedium • Immobility • Tunnel vision • Constraints • Lists • Being unpopular • Details • Repetition • Formality • Required protocol • Slow pace.

Greens are motivated by: New ideas and ways of working • Interesting people who like surprises • Variety in day-to-day tasks and projects • Opportunities to explore many different options • Creative and innovative thinking • Freedom to do things when they feel like it • Thrills and challenges that push their limits • Managing many activities at the same time • Spontaneity and flexibility for quick changes • Busy, chaotic, active, even noisy surroundings.

Greens prefer to: Use their imagination and create novel ideas • Find new ways to solve problems • Start projects rather than finish them • Work fast and not worry about perfection • Ignore rules and policies they disagree with • Avoid decisions and commitments when possible • Challenge accepted standards and procedures • Surprise people with the unexpected • Be creatively different, not practical • Live and work in an unstructured environment.
**Typical Blue behaviour:** Supportive, sensitive • Friendly, likable • Slow-paced, laid-back • Good listener, sympathetic • Peace-loving, kind • Helpful, hospitable • Caring, nurturing • Understanding, patient • Generous, giving • Process-centered, kind-hearted • Patient, unassuming.

**Overdone Blue behaviour:** Dependent, shy • Procrastinating, lackadaisical • Unassertive, meek • Complaining, over-sensitive • Insecure, worried • Easily hurt, withdrawn • Soft, vulnerable • Over-anxious to please • Easily intimidated, distressed • Clinging, possessive.

**What ‘turns on’ Blues:** Blues are team players who have a desire to please and maintain stability in a group, even if it means sacrificing their own personal goals. Blues are driven by harmony, agreement and loyalty. They prefer to keep things as they are and provide a stabilising influence by the consistent way in which they go about their day-to-day work. They do well in handling routine matters. Change, therefore, is unwelcome. If they have a friendly, low-stress and slow-paced work environment, there is no doubt that they will be happy, committed workers who will do their best to please those with whom they work, and lend a helping hand along the way.

**Blues love:** Stability • Cooperation • Teamwork • Pleasant people • Helping others • Camaraderie • Loyalty/trust • Emotional support • Harmony • Few pressures • Relationships • Slow pace • Kindness • Teaching and counselling • Feeling needed • Resolving conflicts • Communication • Routine • Friendliness • Being valued • Encouragement • Low stress.

**What ‘turns off’ Blues:** Blues are turned off by anything which they perceive as rude or insensitive. They have little tolerance for aggressive, self-centred behaviour, particularly when it can hurt or embarrass others. Blues need acceptance and assurance. They struggle when dealing with fear of conflict and/or the loss of a stable environment. Should conflict exist, they tend to become distressed and prone to worry or anxiety. It is best not to rush Blues. They function best in an easy-going, low-key environment where they can take their time to make decisions. They tend to seek a compromise or avoid making a difficult decision. Blues put people first, so it is important to communicate with them in a warm and friendly manner.

**Blues hate:** Change • Aggressive behaviour • Feeling excluded • Lack of teamwork • Conflict • Fast pace • Negative attitude • Competition • Isolation • Impatience • Heavy responsibilities • Deadlines • Making decisions • Being put in the spotlight • Insensitivity • Uncooperativeness • Pressure • Rudeness • Controversy • Work overload.

**Blues are motivated by:** Being valued • Shared values • Selling something they believe in • Democratic processes • Feeling part of a united team • Working together cooperatively • Opportunities to be of genuine help • Being around positive people • People who need and appreciate them • Helping others • Helping resolve conflict.

**Blues prefer to:** Feel comfortable and secure • Be quiet, friendly and responsible • Offer their services • Solve people problems • Talk with close friends • Please others • Make other people feel good • Give credit to those who deserve it • Be supportive and generous • Take their time and work at a steady pace • Be loyal and reliable • Live and work in an environment that is stable and secure and where they don’t have to make difficult decisions.
PRISM Quadrant Colour Characteristics - Golds

Typical Gold behaviour: Quality-focused • Detailed, structured • Accurate, meticulous • Slow, deliberate • Focused, thorough • Well-organised • Logical, analytical • Proper, punctual • Hardworking, responsible • Traditional, conservative • Serious, reserved • Guarded, self-contained.

Overdone Gold behaviour: Perfectionist, pedantic • Aloof, self-opinionated • Humourless, inflexible • Obsessive, nit-picking • Unsociable, negative • Critical, rule-bound • Nagging, questioning • Detached, unfeeling • Narrow-minded, unfeeling.

What ‘turns on’ Golds: Golds are motivated not just by results, but by quality results. They tend to be low-key, factual and extremely accurate. They are at their best when a job needs to be done with precision. Golds set high standards for themselves and others, and expect everyone to comply, always with the same high standards. Part of their drive for quality, accuracy and order is derived from their strong desire for a structured environment. Golds prefer a logical, step-by-step approach to tasks. For them, even life itself should proceed along a predictable path. They believe in themselves, their capabilities and their intellectual skills. They pride themselves on their ability to solve complex problems.

Golds love: Quality • Being methodical • Planning in detail • Logical analysis • Accurate records • Not being rushed • Focusing on facts • Looking for errors • Quiet isolation • Competent workers • Measurement tools • Proving a point • Meeting requirements • Professionalism • Following rules • Perfection • Clear expectations • Efficiency • Clear instructions.

What ‘turns off’ Golds: Golds are turned off by disorganisation and lack of clarity and detail. They need to ask lots of questions and will usually remain cautious before accepting a proposal or a programme for change. They dislike anything which they perceive as poor quality or unreliable information. They have little tolerance for poor standards or incompetence, particularly when either can affect quality, efficiency or profit. Get your facts and details right before you talk to Golds and give them information in a logical, step-by-step way. Their preoccupation with detail leads them to dislike any environment where nothing has a label, name or place. They tend to be uncomfortable dealing with emotional issues or human relationships.

Golds hate: Low standards • Being rushed • Change • Untidiness • Disregard for quality • Vagueness • Frivolous tasks • Inaccurate information • Unreliability • Blockages to facts • Incompetence • Costly shortcuts • Exaggeration • Imprecise record-keeping • Lack of focus • Self-indulgence • Talking about personal matters • Displays of emotion.

Golds are motivated by: Sufficient time to finish what they start and check it • Privacy, peace and quiet with few interruptions • Opportunities to plan ahead in detail • Fault-finding or inspection roles • Authority to control quality • Organized systems that assure accuracy and efficiency • Consistency and competence in fellow-workers • Excellence in everything • Exceeding expected standards.

Golds prefer to: Work with tested systems and procedures • Check and double-check data • Work on their own • Make quality inspections • Provide accurate, factual reports • Focus on instructions and follow exact rules • Create and adhere to schedules • Measure progress, efficiency, quality • Analyse all options before making a decision • Persuade through logical argument • Live and work in a structured environment that values quality.
In the previous pages we have given you an analysis based solely upon the key 8 dimensions of human behaviour preferences.

The answers you gave to the PRISM ‘Professional’ Inventory enable us to ‘zoom in’ to 26 business related characteristics in which we all demonstrate varying abilities and aptitudes.

The red pointer indicates your ratings in these areas, according to the answers you gave in the questionnaire.

The green band is an ideal range for the Benchmark you selected.

A good match across most areas is likely to lead to a good ‘fit’ between your preferences and that role.

NOTE: The further towards the extremes of the scale the benchmark is, the more important that factor is perceived to be in the Benchmark. Matches in areas towards the extreme right hand side - where the trait is considered critical for success in the role – and extreme left hand side - where the trait is considered potentially counter productive and hence undesirable in the role – are more critical than those in the centre of the scale.
### PRISM Career Development Analysis

#### Key:
- ▲ Candidate (Underlying)

<table>
<thead>
<tr>
<th>People skills</th>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Teamworking</strong></td>
<td>Formal and reserved, prefers to work alone without interruptions.</td>
<td>Prefers work that involves social interaction, likes supporting others and getting them involved.</td>
</tr>
<tr>
<td><strong>Recognition</strong></td>
<td>Prefers to avoid being in the spotlight, is reserved and is uncomfortable making small talk with strangers.</td>
<td>Has a strong need to be noticed and to be popular, is friendly and communicative, does not like rejection or loss of support.</td>
</tr>
<tr>
<td><strong>Concern for others</strong></td>
<td>Unaware of others’ feelings, reluctant to get involved in people’s problems and emotional issues.</td>
<td>Caring and understanding, shows empathy and is considerate, sympathetic and approachable.</td>
</tr>
<tr>
<td><strong>Consensus seeking</strong></td>
<td>Makes decisions independently, seldom looks for advice or opinions.</td>
<td>Makes decisions by consensus and actively seeks the views and involvement of others.</td>
</tr>
<tr>
<td><strong>Social skills</strong></td>
<td>Quiet and guarded, prefers small groups, rarely seeks people out and avoids the limelight.</td>
<td>Talkative, optimistic, expressive and lively, enjoys socialising and meeting new people.</td>
</tr>
<tr>
<td><strong>People focus</strong></td>
<td>Less responsive to others, controls own emotions and feelings, values results more than harmony.</td>
<td>Responsive to others and relationship focused, unafraid to show or discuss feelings and emotions openly.</td>
</tr>
<tr>
<td><strong>Stability</strong></td>
<td>Competitive and tough-minded, unafraid to take tough decisions and risk unpopularity in the interests of achieving results.</td>
<td>Has a strong need for harmony and to be accepted and of help and value to others. Prefers a predictable, secure environment.</td>
</tr>
</tbody>
</table>
### PRISM Career Development Analysis

#### Key:
- ▲ Candidate (Underlying)

#### Drive for results

<table>
<thead>
<tr>
<th></th>
<th>Low Preference</th>
<th>Initiative</th>
<th>High Preference</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Drive for results</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prefers to keep things as they</td>
<td>Low Preference</td>
<td>Initiative</td>
<td>High Preference</td>
<td>Self-motivated. Capitalises on opportunities, initiates action, enjoys identifying and accepting challenges.</td>
</tr>
<tr>
<td>are and undertakes new work only after consultation or when told to.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Likes to work at a steady pace, dislikes being rushed or put under pressure.</td>
<td>Low Preference</td>
<td>Energy level</td>
<td>High Preference</td>
<td>Very dynamic, works well under pressure, tends to be involved in several activities at the same time.</td>
</tr>
<tr>
<td>Easy going, unassertive, non-competitive, focuses on achievable, undemanding targets.</td>
<td>Low Preference</td>
<td>Ambition</td>
<td>High Preference</td>
<td>Enjoys being given tough goals, has high aspirations, is competitive and driven to succeed.</td>
</tr>
<tr>
<td>Dislikes taking tough decisions or telling others what to do, is unassertive and happy to let others take the lead.</td>
<td>Low Preference</td>
<td>Control</td>
<td>High Preference</td>
<td>Takes control of situations, dominant, decisive and forceful, enjoys being in charge of others and has a strong need for bottom line success.</td>
</tr>
<tr>
<td>Likes order and predictability, prefers to adapt what is tried and tested rather experiment with something new.</td>
<td>Low Preference</td>
<td>Adaptability</td>
<td>High Preference</td>
<td>Prefers variety and novelty, adapts quickly to change, adjusts to new circumstances, dislikes routine and constraints, easily bored.</td>
</tr>
<tr>
<td>Slower paced, prefers to check facts, ask questions, complies with rules and avoids risks or making errors.</td>
<td>Low Preference</td>
<td>Risk taking</td>
<td>High Preference</td>
<td>Fast paced and impatient, has a strong need to achieve quick results. Willing to take risks and break the rules to achieve success.</td>
</tr>
<tr>
<td>Relationship focused and enjoys working with people and creating an open, harmonious working environment.</td>
<td>Low Preference</td>
<td>Task focus</td>
<td>High Preference</td>
<td>Is self-sufficient and prefers to deal with tasks and results rather than people issues. Uncomfortable talking about feelings and emotions.</td>
</tr>
</tbody>
</table>
**PRISM Career Development Analysis**

**Key:** ▲ Candidate (Underlying)

### Conscientiousness

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attention to detail</strong></td>
<td>Thorough, methodical, enjoys detailed work which requires high attention to small details. Follows through on commitments.</td>
</tr>
<tr>
<td>Focuses on the big picture, not preoccupied with detail, easily distracted and poor at follow through.</td>
<td><img src="chart1.png" alt="Graph" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Compliance</strong></td>
<td>Follows rules and regulations closely even when inconvenient, likes clear guidelines and responsibilities. Places high value on being precise and right.</td>
</tr>
<tr>
<td>Not constrained by rules, prefers general guidelines to specific regulations. Likes personal freedom.</td>
<td><img src="chart2.png" alt="Graph" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dependability</strong></td>
<td>Dependable, reliable and consistent, meets obligations and commitments with the minimum of supervision.</td>
</tr>
<tr>
<td>Becomes distracted and places less importance on meeting deadlines, casual about commitments.</td>
<td><img src="chart3.png" alt="Graph" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Determination</strong></td>
<td>Enjoys overcoming obstacles, very determined and committed, works until task is completely finished.</td>
</tr>
<tr>
<td>Prefers work that can be completed quickly, dislikes having to concentrate over a long period.</td>
<td><img src="chart4.png" alt="Graph" /></td>
</tr>
</tbody>
</table>

### Resilience

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stress management</strong></td>
<td>Works well in high pressure situations, able to cope with multiple demands without being unduly influenced by own emotions.</td>
</tr>
<tr>
<td>Dislikes high-pressure work, finds it hard to relax, quickly becomes tense and irritable, has difficulty handling setbacks.</td>
<td><img src="chart5.png" alt="Graph" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Self management</strong></td>
<td>Calm, easygoing and free from anxiety, keeps emotions in check, rarely expresses anger. Has a calming influence on others.</td>
</tr>
<tr>
<td>Openly expresses frustrations, can be impatient and easily annoyed, tends to say things and later regret them.</td>
<td><img src="chart6.png" alt="Graph" /></td>
</tr>
</tbody>
</table>
### Key:
- ▲ Candidate (Underlying)

#### Thinking skills

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Abstract thinking</strong></td>
<td>Creative, imaginative and original, likes solving problems by thinking laterally, dislikes rules.</td>
</tr>
<tr>
<td>Low Preference</td>
<td>High Preference</td>
</tr>
<tr>
<td><strong>Analytical thinking</strong></td>
<td>Analytical, cautious and astute, takes a logical approach to problem solving by using all available data.</td>
</tr>
</tbody>
</table>

#### Ideal social environment

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Need for social interaction</strong></td>
<td>Needs an environment that provides considerable opportunity for face-to-face interaction with others to create positive relationships and to gain social acceptance.</td>
</tr>
<tr>
<td>Low Preference</td>
<td>High Preference</td>
</tr>
<tr>
<td><strong>Need for stability</strong></td>
<td>Needs an environment that is predictable, steady-paced and harmonious, and which provides opportunities to be of assistance to others and to be appreciated for providing such help.</td>
</tr>
</tbody>
</table>

#### Ideal working environment

<table>
<thead>
<tr>
<th>Low Preference</th>
<th>High Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Need to achieve</strong></td>
<td>Needs a work environment in which being self-motivated, taking responsibility and achieving demanding targets are important, and in which there are opportunities for decision making.</td>
</tr>
<tr>
<td>Low Preference</td>
<td>High Preference</td>
</tr>
<tr>
<td><strong>Need to be right</strong></td>
<td>Needs a work environment in which achieving high standards of accuracy and conforming to strict rules are important and in which there is little need for social interaction with others.</td>
</tr>
</tbody>
</table>
Emotional Intelligence Report

This report, based on your responses to the PRISM Inventory, highlights your preference for each of the Emotional Intelligence (EQ) dimensions shown below. In reviewing your results, it is helpful to begin by reading the definition of the element being reported. You will find this just below the title of each element. Any results below the Mid Range will give you some indication of development priorities, while any High Range results will reflect a strength you may wish to apply more widely.

The report also shows how your preferences correlate with the five personality dimensions – ‘The Big Five’: Openness to Experience, Extraversion, Conscientiousness, Agreeableness and Emotional Stability. The five dimensions are held to be a complete description of personality. Candidate's graphics are in blue and observers' graphics are in orange (if applicable).
Emotional Intelligence Report

Self awareness
May not always be fully aware of own feelings and emotions in work situations and/or may not be able to control the impact of those emotions and feelings on own behaviour.

Likely to be highly aware of own feelings in a wide range of work-related situations and can remain in control of those emotions and feelings, thus maintaining a positive or optimistic outlook on life.

Self management
May find it difficult to perform consistently when under pressure. They may also become frustrated by challenge or criticism and therefore find it difficult to continue to perform effectively in these circumstances.

 Likely to be able to adapt to a range of situations and to tolerate both criticism and challenge. Also likely to be able to maintain consistent performance in a wide range of situations and when under considerable pressure.

Awareness of others
May not always spend enough time listening to others or be aware of their needs and views and have a tendency to impose their own solutions on others.

Likely to be highly empathetic to other people and to engage them in problem-solving and decision-making or acknowledge their uncertainties, needs, views and opinions.

Relationship management
Has a tendency to be independent, self-absorbed and self-reliant, preferring to take decisions without seeking the involvement of others. Also, has a tendency to be rather self-absorbed and not particularly interested in other people’s problems.

Has a strong democratic style and is good at meeting the emotional needs of others by taking a close interest in them and their concerns, and effectively managing relationships with them so that they feel involved, valued and motivated.
Emotional Intelligence Report [Continued]

Self motivation

May have a tendency to focus on short-term goals and actions at the expense of clear long-term goals or aspirations.

Likely to have a high level of motivation and to show high levels of commitment to long-term goals and results which are pursued in the face of obstacles and setbacks.

Influencing others

May find it difficult to win others over to own point of view, and may be frustrated by a lack of success in persuading others to change their viewpoint or opinion on an issue.

Likely to be effective in persuading others to change their viewpoint or to adopt their interpretation of a situation, or the need for action.

Decisiveness

May be uncomfortable making decisions unless in possession of all the available facts and may lack the confidence to use their own experience and instincts.

Likely to be able to make decisions in difficult situations when faced with incomplete or ambiguous information, and use their previous experience as a basis for an intuitive assessment of the decision.

Consistency

May display inconsistencies between words and actions and willing to 'bend the rules' to get a task completed or to achieve a particular goal.

Likely to display consistency in words and actions over time and also to adhere strictly to rules and have high ethical standards.
Recent studies indicate that Emotional Intelligence (EQ) influences behaviour in a wide range of domains including school, community, and the workplace. At the individual level, it is believed to relate to academic achievement, work performance, our ability to communicate effectively, solve everyday problems, build meaningful interpersonal relationships, and even our ability to make moral decisions. Given that emotional intelligence has the potential to increase our understanding of how individuals behave and adapt to their social environment, it is an important topic for study as an overall part of human behaviour.

Emotional competence refers to the personal and social skills that define how effectively individuals perceive, understand, reason with and manage their own and others’ emotions and feelings. These skills are important at work, because emotions are an inherent part of workplace activities at all levels. There now is a considerable body of research suggesting that a person’s ability to perceive, identify, and manage emotion provides the basis for the kinds of social and emotional competencies that are important for success in almost any job. For example, research has found that the primary causes of derailment in management careers involve deficits in emotional competence. The three primary ones are difficulty in handling change, not being able to work well in a team, and poor interpersonal relations.

This Report summarises Sample’s preference for each of the eight elements which make up the overall PRISM Emotional Intelligence model and is based on his own self-perception of his Emotional Intelligence strengths, together with the overall views that observers have of the extent to which he displays those strengths – particularly, any that have ‘considerably’ or ‘significantly’ different scores.
Emotional Intelligence Report

Sample's responses to the PRISM questionnaire indicate that his overall Emotional Intelligence result is within the average range compared to the distribution of results from a sample group of some 2,000 individuals and matches 40% of the target population.

He may, however, find it useful to study each of the individual results in order to identify which EI factors he might wish to develop, or to use more widely, to enhance his performance. The profile generated from the responses made by those who submitted their observations as part of the 360 degree feedback process on Sample indicated that they see him as being within the average range of emotional intelligence.

**Consistency** - He believes that he sticks strictly to rules, instructions and guidelines. He also believes that he displays a high degree of personal commitment to both goals and behaviours. He feels that he demonstrates high ethical standards and achieves high levels of performance without resorting to more expedient behaviour. This involves his ability to accept personal responsibility and accountability for his actions and decisions, as well as being open and transparent in his dealings with others. These behaviours are important in building trust when working with others and through the ability to honour and deliver on the commitments which he makes. Others see the strengths which Sample displays in this dimension as being slightly less than his self-perception score indicates.

**Self awareness** - He believes that he is very aware of his own feelings and emotions in a wide range of work-related situations, and he feels he is confident that he can remain in control of those emotions and feelings, thus preventing them from affecting his decision making. As a result, he feels that he has realistic understanding of his natural strengths and is, therefore, able to make the most of them and maintain a positive or optimistic outlook on life. Others see the strengths which Sample displays in this dimension as being slightly less than his self-perception score indicates.

**Self management** - He believes that he tends to find some situations much more difficult to handle than others. He also believes that, on occasions, he can become frustrated by being challenged or criticised and, therefore, finds it difficult to continue to perform totally effectively in such circumstances. The views of others closely match Sample's own self-perception score of the strengths he displays in this dimension.

**Self motivation** - He believes that his ability to maintain focus on achieving a significant goal or result varies from one situation to another. In some situations he also feels that he tends to focus on short-term goals and actions at the expense of clear long-term goals or aspirations. The views of others closely match Sample's own self-perception score of the strengths he displays in this dimension.

**Awareness of others** - He feels that he generally takes account of the views and feelings of others, but there are situations in which he has a tendency to impose solutions on others. He also feels frustrated on those occasions when he does not receive the support he expects or would like from others and, therefore, encounters difficulties in dealing with people in those circumstances. Others see the strengths which Sample displays in this dimension as being slightly less than his self-perception score indicates.

**Influencing others** - He feels that, in some situations, it is necessary for him to win others over to his point of view and he feels frustrated when he fails to persuade others to change their viewpoints or opinions on important issues. The views of others closely match Sample's own self-perception score of the strengths he displays in this dimension.

**Relationship management** - Sample believes that, although he can adopt a democratic or participative approach, he can also be insensitive to the emotional needs of others on occasions and fails to understand and deal effectively with how they perceive and feel about situations. As a result, he feels that he can sometimes come across to others in a less than positive manner and, as a result, fail to get the best out of people. When under pressure he may not always take a close interest in those around him, make time for them and listen to their views and concerns. In such circumstances he may not always see that it is necessary to involve others, or to seek their opinions. Others see the strengths which Sample displays in this dimension as being slightly less than his self-perception score indicates.

**Decisiveness** - He feels that he is not very comfortable when making decisions unless he has full and accurate data available. He believes that he sometimes lacks the confidence to use his own experience to close any gaps in information, or may believe such intuitive behaviour would lead to an incorrect or bad decision. Others see the strengths which Sample displays in this dimension as being significantly greater than his self-perception score indicates.
‘The Big Five’ Report

THE ‘BIG FIVE’ PERSONALITY TRAITS

The Five-Factor Model, also known as ‘The Big Five’, is probably the most widely accepted and used model of personality in the world. There is a strong correlation between PRISM dimensions and the relevant ‘Big Five’ traits.

The ‘Big Five’ traits are:

- **Extraversion**
- **Agreeableness**
- **Conscientiousness**
- **Emotional Stability** (the opposite of Neuroticism)
- **Openness to Experience**

These traits appear to account for most differences among individual personalities, describing five universal dimensions. This report presents your preferences for these traits at three levels: **high preference**, **mid-range preference** and **low preference**. A high preference is regarded as one of 65% or more. A mid range preference score is regarded as between 36% and 64% and a low preference score is regarded as 35% or less. Your self-perception preference is shown as a blue/grey coloured bar on the above chart. If you are using PRISM as part of a 360 degree process, your observers’ view of your preference for each trait will be shown as an orange/brown bar. Note: the extent of your preference for the opposite of each trait e.g. ‘Introversion’ in the case of ‘Extraversion’, is shown on the left of the ‘0’ central reference.

1. **Extraversion** refers to the degree to which a person can tolerate and/or is stimulated by the energy he or she obtains from people and situations. People with a strong preference for Extraversion tend to be seen as friendly, outgoing and energetic. They seek to influence people and communicate views and ideas easily. Those with a low preference for Extraversion tend to move easily from working with others to working alone. You have a moderate threshold for sensory stimulation and may tire of it after a while.

   **Low preference:** If you have a low preference for Extraversion (an Introvert), you prefer working alone. Typically, you are a serious, quiet, private person who may opt to write or email instead of talking to others. Others may consider you cold or uncaring.

   **Strong preference:** You prefer to be around other people and are talkative, enthusiastic, sociable and fun-loving. You will often become the formal or informal leader. You may not be a good listener because you tend to dominate the conversation.

   **Mid range preference:** If you fall in the mid-range on the Extraversion scale, you

2. **Agreeableness** refers to one’s preference for accommodating the needs and concerns of others. A person who has a low preference for Agreeableness tends to focus on his or her own personal priorities.

   **Strong preference:** You tend to relate to authority and to other people by being tolerant, empathetic and accepting. You may come across as helpful, caring, conflict-averse and even soft because you will yield your position for the benefit of others.

   **Mid range preference:** You can shift between competitive and cooperative situations and usually push for a win-win strategy.

   **Low preference:** You relate to authority and to others by being direct, tough-minded, forceful, and competitive. At times, you may come across as hostile or self-centered.

3. **Conscientiousness** refers to one’s preference for attention to detail and rule-following. A person with a strong preference for Conscientiousness tends to be thorough and good at follow-through when accomplishing one or more goals. A person with low for Conscientiousness prefers multitasking and a more spontaneous work style.

   **Strong preference:** You work toward goals in a disciplined, focused and dependable fashion. You proceed in a linear, sequential manner, with a strong will to achieve high quality results, free of errors. You typically consolidate your time, energy and resources in pursuit of...
your goals.

**Mid range preference:** You tend to keep work demands and personal needs in balance. You can switch from focused activities to spontaneous diversions without much effort or stress.

**Low preference:** You tend to approach goals in a relaxed, spontaneous, open-ended way. Your mind can switch tracks on the run. You may be a procrastinator, viewed as casual about responsibilities, or be rather disorganised.

4. **Emotional Stability** refers to a person’s ability to handle stressful situations in a calm, steady, rational and secure way. A person with a strong preference for Emotional Stability is very calm and relatively unaffected by stress that often burdens others. A person with a low preference for Emotional Stability is very reactive and prefers a stress-free workplace.

**High preference:** You tend to respond to stressful situations in a calm, secure and rational way. Typically, you are relatively stress-free. However, unless you are very attentive, you may appear to others to be too laid back and relaxed. Others may even perceive you to be uncaring, lethargic, insensitive or unaware of problems. You may need to take this into consideration if you want to nurture good working relationships.

**Mid range preference:** You are responsive and tend to be calm, secure and steady under normal circumstances. You have a moderate threshold for handling workplace stress.

**Low preference:** You may have a shorter emotional “trigger” and can’t take much stress before feeling it. Under stress, you may appear irritable, tense, restless, depressed, easily discouraged, temperamental or worried. In tough times, you need time to vent your frustrations or alleviate your concerns before you’re ready to tackle the next job challenge.

5. **Openness to Experience** refers to one’s originality of thought or openness to new experiences. A person with a strong preference for Openness to Experience has an appetite for new ideas and activities, and is easily bored. Those with a low preference for Openness to Experience prefer familiar territory and tend to be more practical.

**Strong preference:** You tend to have many broad or artistic interests and like to be cutting-edge. You are often curious, introspective and reflective, seeking new experiences and thinking about the future. You may be easily bored. Others may view you as impractical or unrealistic.

**Mid range preference:** You tend to be somewhat down to earth, but you’ll consider a new way of doing something if convinced. You aren’t known for your creativity or curiosity, but you appreciate innovation and efficiency.

**Low preference:** If you are in the low range for this preference, you are practical and down to earth. You approach work with efficiency and are comfortable with repetitive activities. Others may view you as conservative, narrow in your thinking, set in your ways, or even rigid.
### 'The Big Five' Report

#### Introversion
A tendency to be quiet, reserved and unassertive and to have a strong preference for working alone and controlling own feelings.

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#### Extraversion
A tendency to be sociable, energetic and assertive and to have a strong preference for being around people and being involved in their activities.

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<td>Score</td>
<td>48</td>
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</table>

#### Low agreeableness
A tendency to be independent, forthright and demanding, and to have a strong preference for relating to others by being tough, distant and persistent.

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#### High agreeableness
A tendency to be sympathetic, cooperative and considerate, and have a strong preference for deferring to others and for relating to them by being tolerant and accommodating.

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<td>Score</td>
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#### Low conscientiousness
A tendency to be impulsive, flexible and easily distracted and to have a strong preference for approaching goals in a relaxed, spontaneous, casual fashion.

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</table>

#### High conscientiousness
A tendency to be dependable, consistent and thorough and to have a strong preference for focusing on goals in an industrious and highly disciplined manner.

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<td>Score</td>
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#### Low emotional stability
A tendency to be moody, anxious and pessimistic and to have more self-doubts, negative emotions and less satisfaction with life than most people.

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#### High emotional stability
A tendency to be calm, stable and unflustered and to have a strong preference for being rational and rather impervious to stress and environmental pressures.

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<td>Score</td>
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#### Low openness to experience
A tendency to be conventional, cautious, and follow rules and to have a preference for having a factual, down-to-earth, realistic approach to everyday life.

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#### High openness to experience
A tendency to be imaginative, spontaneous and flexible and to have a strong preference for discovering new experiences or new ways of doing things.

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There is widespread, growing interest in understanding the relationship between behavioural preferences and business success, and research has identified a cluster of nine behavioural strengths, or competencies, that are linked to both mental toughness and peak leadership performance. The PRISM Mental Toughness Inventory measures a candidate’s preference for each of those behaviours. They include: self-belief, ambition, resilience, self-management, optimism, determination, independence, competitiveness and adaptability. The PRISM Mental Toughness Inventory is an exciting advance in the ability to measure the building blocks that are scientifically linked to business success.

It is important to note, however, that in addition to mental toughness strengths, high performance leaders are also very effective at relationship building and relationship management, and excel at developing and motivating others through whom they achieve their results.
The mental toughness competencies covered by the Report are:

**Self Belief**
Having and expressing an unshakable belief in one’s own skills, talents and abilities to perform successfully at the highest levels despite tough opposition.

**Ambition**
Having high aspirations to set one’s own standard of excellence and to achieve status, recognition or reward by being driven to succeed unconstrained by others.

**Resilience**
Having the behavioural persistence to bounce back quickly from difficulties and to see setbacks as nothing more than a minor distraction along the road to ultimate success.

**Self Management**
Having the ability to manage effectively one’s own impulsive emotions and to maintain consistently good performance even when under pressure.

**Optimism**
Having the ability to see ‘the big picture’, identify opportunities and maintain a strong, positive frame of mind despite setbacks and difficulties.

**Determination**
Having the ability to maintain a strong drive and goal focus and avoid distractions that can interfere with optimum performance, regardless of what else is happening.

**Independence**
Having the ability to work comfortably on one’s own with a minimum of supervision, or without seeking the advice or opinions of others and to be accountable for one’s actions.

**Competitiveness**
Having a strong desire to strive for competitive success, but primarily focusing on challenging oneself to reach optimal performance.

**Adaptability**
Having the ability to modify one’s approach to changing situations and to take calculated risks in order to achieve success or the competitive advantage.
Mental Toughness Report

This Report is designed to provide you with an opportunity to review the behavioural preferences necessary for responding to the challenges of the modern business environment. It provides you with a set of scores measuring your mental toughness preferences, based upon your replies to the PRISM Professional Inventory.

Each measurement in the Report has four possible ratings:

**A Development Need:**
Your level of mental toughness in this competence is low and likely to be restricting your overall effectiveness. Your Report indicates that you will feel uncomfortable using the behaviours associated with this competence and will avoid them if at all possible. Developing your skills in this competence is likely to be essential to your long-term personal growth and success.

**A Development Opportunity:**
Your level of mental toughness in this competence is less than adequate, and there is opportunity for self improvement. You should, therefore, take the opportunity to develop this competence into a natural strength.

**A Natural Strength:**
You have a natural mental toughness strength in this competence. You should, however, build on this strength by considering additional strategies to use it more effectively.

**A Potential Overdone Strength:**
Your score indicates that you have above average mental toughness in this competence, but you need to be careful not to overdo this strength otherwise it could undermine your overall performance. For example, being ‘competitive’ is a strength, but it can be counter-productive when used to excess and used internally to compete unnecessarily with work colleagues.
Getting the most from this Report

To get the best results from this Report it is important to study it closely and then follow the five steps listed below, but it is also beneficial to share its contents with those who know you well and ask for their feedback.

Step One
List the natural strengths identified in your Report that you recognise and accept as your key strengths and consider how they add value to your personal performance. Now, identify several strategies that you can implement with immediate effect to increase the effectiveness of those strengths.

Step Two
List any key development areas identified in your report that you recognise as true of you and decide what actions you will take to address this challenge. You may find it useful to discuss these with your PRISM Practitioner or line manager.

Step Three
List any areas for development identified in your Report that surprised you. Pause and consider the potential impact of these behaviours on your overall performance. These may represent ‘blind spots’ and you may need to consider asking for feedback from those who know you well and who are familiar with your day-to-day work.

Step Four
Identify the key challenges you are facing in your job performance at present and consider how you can use your identified strengths more effectively to enhance your performance. Discuss your report with your PRISM Practitioner or line manager, paying particular attention to those behaviours that require further development, and consider what development options are available to you.

Step Five
Identify those behaviours that you may overdo when you are under pressure or in conflict with others and consider what actions you will take to avoid their negative potential in such circumstances.

Finally, think of the opportunities that arise from this Report to set some new goals for your personal performance development. Remember developing clear goals and achieving them puts you in charge of your life. A goal is a measurable written statement of a definite next step. Clearly define 3-4 important goals that you would like to achieve and by what date you intend to achieve each of them.

All descriptions used in this Report are designed for you to consider in the light of your day-to-day work, but it is for you to decide how relevant they are to your performance in your job. The Report should, therefore, be used as a guide to self-reflection and personal assessment. Higher scores are associated with greater levels of mental toughness and thus enhanced business performance, but, ultimately, success will depend upon how committed you are to using the information provided in the Report to enhance your own development.
Mental Toughness Report

Self Belief

Having and expressing an unshakable belief in one's own skills, talents and abilities to perform successfully at the highest levels despite tough opposition.

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<th>A Development Need</th>
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Ambition

Having high aspirations to set one's own standard of excellence and to achieve status, recognition or reward by being driven to succeed unconstrained by others.

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<th>A Development Need</th>
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Resilience

Having the behavioural persistence to bounce back quickly from difficulties and to see setbacks as nothing more than a process along the road to ultimate success.

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Self Management

Having the ability to manage effectively one's own impulsive emotions and to maintain consistently good performance even when under considerable pressure.

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Optimism

Having the ability to see 'the big picture', identify opportunities, and maintain a strong, positive frame of mind despite setbacks and difficulties.

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Mental Toughness Report

**Determination**

Having the ability to maintain a strong drive and goal focus and avoid distractions that can interfere with optimum performance, regardless of what else is happening.

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**Independence**

Having the ability to work comfortably on one’s own with a minimum of supervision, or without seeking the advice or opinions of others and to be accountable for one’s actions.

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**Competitiveness**

Having a strong desire to strive for competitive success, but primarily focusing on challenging oneself to reach optimal performance.

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**Adaptability**

Having the ability to modify one’s approach to changing situations and to take calculated risks in order to achieve success or the competitive advantage.

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**Overall Mental Toughness Rating**

This overall rating takes into consideration all ratings from the previous nine dimensions.

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Introduction

360 Degree Feedback Report

Introduction

Effective leadership is critical to all organisations, particularly in the current challenging environment. 360 degree feedback is a useful method of discussing leadership and performance in a management role and identifying strengths and development needs.

For participants in the process, 360 degree feedback will provide valuable insights into their role and enable them to build on the skills and attributes they possess. It will better equip them to manage in today’s environment and develop the skills necessary to enhance their careers.

Feedback is essential to progress. It provides managers with accurate information about the way they work with others. Feedback can act both as a stimulus to change behaviour, and as a catalyst to facilitate change. To accelerate their professional effectiveness, managers need to be aware of the consequences of their behaviour. If they are aware, they can decide more effectively what action to take.

The results in this report are based on responses collected from a range of people who are familiar with Sample 360 Feedback and his day-to-day work. The purpose of the report is to compare how Sample’s performance in each competency is seen by others and how that perception compares with the relevant requirements of his job as defined by his line manager and referred to as a ‘benchmark’.

A key objective of this report is to assist Sample develop his own professional development goals and, in particular, to set meaningful targets for improving his performance in the specific behavioural areas in which he is seen by others as least effective.

It is most important that feedback is not viewed as hostile criticism. Rather, it should be viewed as an opportunity for ongoing learning and development.
360° Feedback Summary Table

Please note, the dimension values shown below are extracted from the Candidate's/Observers' "Consistent" profile

<table>
<thead>
<tr>
<th>Name</th>
<th>Innovating</th>
<th>Initiating</th>
<th>Supporting</th>
<th>Coordinating</th>
<th>Focusing</th>
<th>Delivering</th>
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</table>

Highest Value

<table>
<thead>
<tr>
<th>Averages</th>
<th>36</th>
<th>50</th>
<th>63</th>
<th>50</th>
<th>47</th>
<th>44</th>
<th>70</th>
<th>67</th>
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</thead>
<tbody>
<tr>
<td>High</td>
<td>69</td>
<td>76</td>
<td>76</td>
<td>60</td>
<td>56</td>
<td>67</td>
<td>95</td>
<td>92</td>
</tr>
<tr>
<td>Low</td>
<td>10</td>
<td>7</td>
<td>36</td>
<td>43</td>
<td>36</td>
<td>21</td>
<td>32</td>
<td>53</td>
</tr>
</tbody>
</table>
### Innovating

Abstract, innovative thinker.
Generates ideas and concepts.
Visualises outcomes.
Creates original solutions.
Unorthodox, detached and radical.

<table>
<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Innovating</td>
<td>13</td>
<td>69</td>
<td>10</td>
<td>43</td>
<td>38</td>
<td>38</td>
<td>32</td>
</tr>
</tbody>
</table>

### Initiating

Outgoing, animated and talkative.
Articulate and persuasive.
Establishes rapport easily.
High-spirited, jovial and motivating.
Good at achieving ‘win-win’ negotiations.

<table>
<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiating</td>
<td>7</td>
<td>60</td>
<td>10</td>
<td>56</td>
<td>76</td>
<td>70</td>
<td>53</td>
</tr>
</tbody>
</table>

### Supporting

Kind hearted, harmonious and caring.
Supportive of others.
Handles repetitive or routine work well.
Mild mannered and loyal to close friends.
Sensitive, devoted and perceptive.

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<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting</td>
<td>60</td>
<td>36</td>
<td>56</td>
<td>72</td>
<td>76</td>
<td>68</td>
<td>68</td>
</tr>
</tbody>
</table>

### Co-ordinating

Makes good use other people’s skills.
Encourages opinions and participation.
Democratic and seeks consensus.
Remains calm when under pressure.
Consultative and open-minded.

<table>
<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-ordinating</td>
<td>60</td>
<td>51</td>
<td>43</td>
<td>53</td>
<td>46</td>
<td>48</td>
<td>48</td>
</tr>
</tbody>
</table>
### Focusing

Forthright, demanding and impatient.
Stubborn, blunt and challenging.
Copes well with adverse conditions.
Driven to win and achieve status.
High pressure negotiating skills.

<table>
<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>36</td>
<td>51</td>
<td>52</td>
<td>51</td>
<td>47</td>
<td>45</td>
<td>49</td>
</tr>
</tbody>
</table>

### Delivering

Controlling, single-minded and loyal.
Independent and self-motivated.
Practical, determined and autocratic.
Works well when under pressure.
Likes structure and organisation.

<table>
<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>53</td>
<td>56</td>
<td>53</td>
<td>42</td>
<td>21</td>
<td>44</td>
<td>40</td>
</tr>
</tbody>
</table>

### Finishing

Strong attention to detail and accuracy.
Conscientious, painstaking and orderly.
Good at communicating complex data.
Focuses on accuracy and high standards.
Follows tasks through to completion.

<table>
<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>95</td>
<td>95</td>
<td>95</td>
<td>81</td>
<td>78</td>
<td>72</td>
<td>72</td>
</tr>
</tbody>
</table>

### Evaluating

Questions the validity of data.
Checks the pros and cons of all options.
Does not accept things at face value.
Makes astute decisions based on facts.
Fair-minded and unemotional.

<table>
<thead>
<tr>
<th></th>
<th>Candidate</th>
<th>Boss</th>
<th>Assistants</th>
<th>Colleagues</th>
<th>Customer</th>
<th>Employees</th>
<th>Observer Average</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>92</td>
<td>91</td>
<td>91</td>
<td>84</td>
<td>64</td>
<td>61</td>
<td>69</td>
</tr>
<tr>
<td>Competency</td>
<td>Target Rating</td>
<td>Observed Rating</td>
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</tr>
<tr>
<td>1  Leadership</td>
<td>8</td>
<td>5.5</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Demonstrates the ability to inspire others to contribute to their full potential by providing strong vision, direction and personal example, and by adapting own leadership style effectively to manage different situations.</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Inspires others to contribute to their full potential by providing strong vision, direction and personal example, and by adapting own leadership style effectively to suit the situation.</td>
<td>5.4</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Displays a readiness to make tough decisions, give judgements or take actions having considered all available options and implications.</td>
<td>6.3</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Expresses well informed, convincing and enthusiastic strategies to gain agreement, or to convince others to adopt particular courses of action.</td>
<td>4.9</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Communicates a vision for the organisation or team that generates excitement, enthusiasm and commitment.</td>
<td>5.7</td>
<td></td>
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</tr>
<tr>
<td>Makes and keeps meaningful promises and commitments.</td>
<td>5.4</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>2  Delivering results</td>
<td>4</td>
<td>5.7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Demonstrates the ability to focus self and others on achieving specific outcomes by setting clear goals and priorities, monitoring performance and priorities, and achieving objectives on time and to a high standard.</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Sets realistic, but stretching, deadlines, tasks and standards for others.</td>
<td>4.7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Focuses effort on priority tasks and activities to achieve optimum results.</td>
<td>5.1</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Has the all skills, knowledge and experience necessary to carry out the role.</td>
<td>5.1</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Encourages others to exceed normal expectations and fosters a process of continuous improvement.</td>
<td>6.1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Challenges those who fail to achieve the required standards or results.</td>
<td>7.1</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

[Continued]
### Competency: Motivating others

<table>
<thead>
<tr>
<th>Competency Description</th>
<th>Target Rating</th>
<th>Observed Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrates the ability to encourage, support and inspire others so that they give of their best and go that 'extra mile'.</td>
<td>6</td>
<td>4.7</td>
</tr>
<tr>
<td>Motivates others and encourages enthusiasm.</td>
<td></td>
<td>5.4</td>
</tr>
<tr>
<td>Raises the morale of others and makes them feel positive and committed.</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Displays a genuine interest in people and their progress.</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Involves others and encourages full participation.</td>
<td></td>
<td>4.9</td>
</tr>
<tr>
<td>Gives praise and recognition when appropriate.</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

### Competency: Performance Management

<table>
<thead>
<tr>
<th>Competency Description</th>
<th>Target Rating</th>
<th>Observed Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrates the ability to deal with performance issues in a fair and constructive manner and regularly identifies, communicates and reviews individuals’ performance to help them enhance their personal work contribution.</td>
<td>7</td>
<td>5.6</td>
</tr>
<tr>
<td>Has regular meetings with others to discuss performance.</td>
<td></td>
<td>3.7</td>
</tr>
<tr>
<td>Expects others to contribute fully to the achievement of goals.</td>
<td></td>
<td>5.1</td>
</tr>
<tr>
<td>Sees opportunities and originates action to influence and improve events rather than passively accepting them.</td>
<td></td>
<td>5.4</td>
</tr>
<tr>
<td>Sets aside time to help others enhance their performance.</td>
<td></td>
<td>6.4</td>
</tr>
<tr>
<td>Sets high personal and professional standards and challenging work assignments and objectives.</td>
<td></td>
<td>7.3</td>
</tr>
</tbody>
</table>
### Communication
Demonstrates the ability to convey ideas and information clearly, both in writing and verbally. Listens and is responsive to the views, ideas and emotions of others.

<table>
<thead>
<tr>
<th>Observed Rating</th>
<th>Target Rating</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>4.8</td>
<td>Uses a range of verbal communication styles and strategies effectively to convey information.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>States own views clearly, concisely, and in a confident manner.</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Conveys information and ideas clearly, confidently and compellingly, so that the other person (or audience) understands exactly what is being communicated.</td>
</tr>
<tr>
<td>4.4</td>
<td></td>
<td>Is articulate and conveys complex information in plain language.</td>
</tr>
<tr>
<td>4.9</td>
<td></td>
<td>Demonstrates persuasiveness, optimism and enthusiasm.</td>
</tr>
</tbody>
</table>

### Developing others
Demonstrates the ability to create a positive climate in which others increase the accuracy of their awareness of their own strengths and development needs and provides the resources for them to improve their performance.

<table>
<thead>
<tr>
<th>Observed Rating</th>
<th>Target Rating</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>4.9</td>
<td>Sets and agrees objectives with people and monitors their progress.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Accurately identifies people’s strengths and makes best use of those strengths.</td>
</tr>
<tr>
<td>5.3</td>
<td></td>
<td>Coaches and fosters the development of skills and potential of others.</td>
</tr>
<tr>
<td>5.1</td>
<td></td>
<td>Challenges and supports people to achieve high standards of performance.</td>
</tr>
<tr>
<td>4.7</td>
<td></td>
<td>Encourages the involvement of others by addressing and constructively resolving conflict.</td>
</tr>
<tr>
<td>5</td>
<td></td>
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</tr>
</tbody>
</table>
### Handling Feedback

Demonstrates the ability to give and receive developmental feedback to enhance personal and team performance. Is open to feedback about own strengths and weaknesses and takes responsibility for creating a clear plan for own development and for seeking out opportunities to learn and improve.

<table>
<thead>
<tr>
<th>Observed Rating</th>
<th>Target Rating</th>
<th>Competency</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>6.4</td>
<td>7</td>
<td>Handling Feedback</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Is sensitive to the impact of own actions on others and other parts of the organisation and actively solicits feedback on actions and activities.</td>
<td>5.3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Participates enthusiastically in the organisation’s feedback processes.</td>
<td>5.9</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Actively listens to the suggestions and views of others.</td>
<td>7.3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Is able effectively to offer developmental feedback to others.</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Is pro-active in adapting own behaviour to create positive, effective outcomes.</td>
<td>5.6</td>
</tr>
</tbody>
</table>

### Self-motivation

Demonstrates the drive, determination, resilience and commitment to achieve consistently excellent results despite difficulties and without being diverted by irrelevant issues.

<table>
<thead>
<tr>
<th>Observed Rating</th>
<th>Target Rating</th>
<th>Competency</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>5.1</td>
<td>8</td>
<td>Self-motivation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Has a high level of initiative and motivation to achieve objectives.</td>
<td>4.7</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unhesitatingly takes decisions when required and expresses confidence in the future success of the actions to be taken.</td>
<td>4.1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Has the capacity to work hard with a high level of drive and stamina.</td>
<td>5.3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Has the ability to cope with crises and difficulties and to bounce back and recover quickly from such setbacks.</td>
<td>6.4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Is self-motivated and has the aptitude to work independently without supervision.</td>
<td>4.9</td>
</tr>
</tbody>
</table>
## Competency: Team Working

Demonstrates the ability to create an atmosphere in which team members feel able to contribute easily and displays a positive attitude to effective team working and the value of differences in behavioural preferences, roles and ways of working.

<table>
<thead>
<tr>
<th>Rating</th>
<th>Observed Rating</th>
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<tbody>
<tr>
<td>7</td>
<td>5.7</td>
</tr>
</tbody>
</table>

- Encourages a strong sense of openness, mutual trust and team spirit. 4.7
- Encourages and empowers others, making them feel valued and important. 6.9
- Actively assists in mediating to resolve conflicts. 6.4
- Contributes positively by actively sharing information and listening and accepting others’ points of view. 5.4
- Gives fair and constructive feedback to team members. 5.1

## Competency: Decision making

Demonstrates the ability and the confidence to make difficult or unpopular decisions; displays objective judgement and the ability to make sound choices in a rational and timely manner, even when under pressure.

<table>
<thead>
<tr>
<th>Rating</th>
<th>Observed Rating</th>
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<tbody>
<tr>
<td>9</td>
<td>5.2</td>
</tr>
</tbody>
</table>

- Is willing to take tough or unpopular decisions when necessary. 5.4
- Asks for specialist advice or opinion when making complex decisions. 5
- Fully takes into consideration opposing views before deciding. 5.6
- Has the ability to make sound decisions in ambiguous situations, or when all relevant information or agreed guidelines are incomplete or unavailable. 4.9
- Can make sound decisions when under pressure or when time is limited. 5
<table>
<thead>
<tr>
<th>Competency</th>
<th>Target Rating</th>
<th>Observed Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Commitment</strong></td>
<td></td>
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</tr>
<tr>
<td>Demonstrates total commitment and dedication to the organisation, its goals, values and operating procedures, even in difficult circumstances, or when it may not be in own interests to do so.</td>
<td>8</td>
<td>5.3</td>
</tr>
<tr>
<td>Has the determination to persevere and achieve goals or targets despite setbacks.</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Demonstrates a strong belief in own job or role, and its value to the organisation.</td>
<td>6.1</td>
<td></td>
</tr>
<tr>
<td>Is resilient, ambitious, single-minded and results focused.</td>
<td>5.9</td>
<td></td>
</tr>
<tr>
<td>Remains enthusiastic and committed even in the face of obstacles or opposition.</td>
<td>4.9</td>
<td></td>
</tr>
<tr>
<td>Is very competitive and treats setbacks as challenges.</td>
<td>4.9</td>
<td></td>
</tr>
<tr>
<td><strong>Analytical skills</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Demonstrates the ability to collect, evaluate, interpret and communicate complex data for use in the decision making process.</td>
<td>9</td>
<td>5.7</td>
</tr>
<tr>
<td>Is able to analyse methodically large quantities of data and draw the right conclusions.</td>
<td>4.7</td>
<td></td>
</tr>
<tr>
<td>Gathers a wide range of information in preparation for decision-making in the organisation with particular emphasis on information’s relevance, accuracy and timeliness.</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Carefully evaluates all available options before reaching a decision.</td>
<td>5.6</td>
<td></td>
</tr>
<tr>
<td>Is able to reduce complex problems or issues to their root causes.</td>
<td>7.4</td>
<td></td>
</tr>
<tr>
<td>Judges issues objectively, avoiding personal emotions or prejudice.</td>
<td>5.6</td>
<td></td>
</tr>
<tr>
<td>Competency</td>
<td>Target Rating</td>
<td>Observed Rating</td>
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<tr>
<td>---------------------</td>
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<td>-----------------</td>
</tr>
<tr>
<td><strong>Problem solving</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>7</td>
<td>5.9</td>
</tr>
<tr>
<td>Demonstrates the ability to identify feasible alternatives; hold different options in focus simultaneously and evaluate their pros and cons. Involves others where appropriate before deciding on a course of action.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Works diligently and systematically when solving problems.</td>
<td>7</td>
<td>4.7</td>
</tr>
<tr>
<td>Solves problems at root level rather than addressing symptoms.</td>
<td>7</td>
<td>6.7</td>
</tr>
<tr>
<td>Generates original, innovative solutions to problems.</td>
<td>7</td>
<td>6</td>
</tr>
<tr>
<td>Is able to solve complex problems requiring detailed solutions.</td>
<td>7</td>
<td>6</td>
</tr>
<tr>
<td>Approaches problems positively as challenges and opportunities.</td>
<td>7</td>
<td>6.1</td>
</tr>
<tr>
<td><strong>Innovation</strong></td>
<td>6</td>
<td>5.5</td>
</tr>
<tr>
<td>Demonstrates the ability to take an original, creative and innovative approach to problems and to generate novel solutions and new ways of working that bring tangible benefits and outcomes for the organisation.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creates a climate that encourages innovation and receptivity to change.</td>
<td>6</td>
<td>5.7</td>
</tr>
<tr>
<td>Coaches and guides others in developing and implementing innovative approaches.</td>
<td>6</td>
<td>5.3</td>
</tr>
<tr>
<td>Generates imaginative and innovative alternatives to traditional methods to achieve business advantage.</td>
<td>6</td>
<td>7.4</td>
</tr>
<tr>
<td>Actively looks for new and innovative opportunities to benefit the organisation.</td>
<td>6</td>
<td>5.6</td>
</tr>
<tr>
<td>Initiates a policy of continuous performance improvement to enhance processes or products.</td>
<td>6</td>
<td>3.4</td>
</tr>
</tbody>
</table>
### Building relationships
Demonstrates an outgoing, participative style and the ability to mix easily with a wide range of people from different backgrounds and in a variety of situations to build long-term trusting relationships.

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<tr>
<th>Competency</th>
<th>Target Rating</th>
<th>Observed Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Builds co-operation even in difficult circumstances.</td>
<td>4</td>
<td>5.3</td>
</tr>
<tr>
<td>Is sensitive to the unspoken feelings of others.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Builds rapport easily with people.</td>
<td>5.7</td>
<td></td>
</tr>
<tr>
<td>Goes to considerable lengths to develop trust in relationships.</td>
<td>5.4</td>
<td></td>
</tr>
<tr>
<td>Helps resolve conflict and produces a positive outcome.</td>
<td>4.1</td>
<td></td>
</tr>
<tr>
<td>Displays an awareness of other people’s feelings and needs, and endeavours to manage the likely impact of decisions on these.</td>
<td>6.4</td>
<td></td>
</tr>
</tbody>
</table>

### Planning and organising
Demonstrates the ability to plan and organise work by balancing resources, priorities and time-scales to achieve objectives.

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<th>Competency</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Identifies and communicates goals and objectives clearly to others.</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Prioritises objectives effectively and allows for contingencies.</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Is effective at target-setting for individuals in both the short and long-term.</td>
<td>4.7</td>
<td></td>
</tr>
<tr>
<td>Manages projects successfully from inception to completion.</td>
<td>5.6</td>
<td></td>
</tr>
<tr>
<td>Reviews and reassesses plans and priorities on a regular basis.</td>
<td>6.3</td>
<td></td>
</tr>
</tbody>
</table>
### Business Awareness

Demonstrates a thorough knowledge of the business, its customers and markets, the way it operates, its structure and culture, and prioritises own goals to the overall strategic advantage of the organisation.

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<tr>
<th>Competency</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Keeps up to date with the business climate and its impact on the organisation.</td>
<td>6</td>
<td>6.3</td>
</tr>
<tr>
<td>Maintains a strong focus on profitability, performance and ‘the bottom line’.</td>
<td>5.6</td>
<td></td>
</tr>
<tr>
<td>Aligns resources to meet the business needs of the organisation.</td>
<td>6.4</td>
<td></td>
</tr>
<tr>
<td>Uses sound business knowledge and judgement when making decisions.</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Shows sensitivity to organisational culture, values and issues by being diplomatic and politically astute.</td>
<td>7.1</td>
<td>7.6</td>
</tr>
</tbody>
</table>

### Adaptability

Demonstrates the ability to adapt to new ways of doing things and accepts the need for flexibility and change to achieve greater productivity, quality and growth, and responds effectively to changing circumstances by modifying own approach to achieve the most appropriate outcome.

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<tr>
<th>Competency</th>
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<tbody>
<tr>
<td>Enthusiastically accepts beneficial change.</td>
<td>5.9</td>
<td></td>
</tr>
<tr>
<td>Is proactive in introducing change in a timely, appropriate manner.</td>
<td>5.3</td>
<td></td>
</tr>
<tr>
<td>Is comfortable making sound decisions in a frequently changing environment.</td>
<td>4.1</td>
<td></td>
</tr>
<tr>
<td>Regards change as a possible opportunity for organisational improvement.</td>
<td>4.6</td>
<td></td>
</tr>
<tr>
<td>Adopts and communicates a positive and pro-active attitude to change and helps others to overcome their concerns and fears about such change.</td>
<td>4.3</td>
<td></td>
</tr>
</tbody>
</table>
### Customer focus

Demonstrates the ability to anticipate and understand customer needs and constantly seeks ways of increasing customer satisfaction by meeting, or exceeding, the needs of internal and external customers in a courteous and timely manner.

<table>
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<tr>
<th>Observed Rating</th>
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<th>Competency</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.4</td>
<td>8</td>
<td>Customer focus</td>
<td>Anticipates future customer needs and trends.</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Focuses on identifying opportunities to benefit customers.</td>
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<td></td>
<td>Shows respect and friendliness to customers.</td>
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<td></td>
<td>Works hard to resolve customer concerns.</td>
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<tr>
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<td></td>
<td>Talks and listens to customers to clarify their real needs and expectations.</td>
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### Ethical management

Demonstrates a strong desire and ability to maintain job related, social, organisational and ethical values and actively encourages others to work ethically and in accordance with professional and organisation values.

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<tr>
<td>5.2</td>
<td>8</td>
<td>Ethical management</td>
<td>Has high personal integrity and a commitment to ethical practice.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Promotes and demonstrates loyalty to organisational values at all levels.</td>
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<tr>
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<td></td>
<td>Is regarded by others as highly trustworthy and professional.</td>
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<tr>
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<td></td>
<td>Admits mistakes and accepts responsibility for own work and actions.</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Maintains ethical principles at the expense of short-term commercial advantage.</td>
</tr>
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</table>
360° Feedback Report - Competency Items

Leadership

Demonstrates the ability to inspire others to contribute to their full potential by providing strong vision, direction and personal example, and by adapting own leadership style effectively to manage different situations.

Delivering results

Demonstrates the ability to focus self and others on achieving specific outcomes by setting clear goals and priorities, monitoring performance and priorities, and achieving objectives on time and to a high standard.

Motivating others

Demonstrates the ability to encourage, support and inspire others so that they give of their best and go that 'extra mile'.

Performance Management

Demonstrates the ability to deal with performance issues in a fair and constructive manner and regularly identifies, communicates and reviews individuals’ performance to help them enhance their personal work contribution.
### Communication

Demonstrates the ability to convey ideas and information clearly, both in writing and verbally. Listens and is responsive to the views, ideas and emotions of others.

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### Developing others

Demonstrates the ability to create a positive climate in which others increase the accuracy of their awareness of their own strengths and development needs and provides the resources for them to improve their performance.

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### Handling Feedback

Demonstrates the ability to give and receive developmental feedback to enhance personal and team performance. Is open to feedback about own strengths and weaknesses and takes responsibility for creating a clear plan for own development and for seeking out opportunities to learn and improve.

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### Self-motivation

Demonstrates the drive, determination, resilience and commitment to achieve consistently excellent results despite difficulties and without being diverted by irrelevant issues.

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(Continued)
360° Feedback Report - Competency Items (Continued)

Team Working

Demonstrates the ability to create an atmosphere in which team members feel able to contribute easily and displays a positive attitude to effective team working and the value of differences in behavioural preferences, roles and ways of working.

Decision making

Demonstrates the ability and the confidence to make difficult or unpopular decisions; displays objective judgement and the ability to make sound choices in a rational and timely manner, even when under pressure.

Commitment

Demonstrates total commitment and dedication to the organisation, its goals, values and operating procedures, even in difficult circumstances, or when it may not be in own interests to do so.

Analytical skills

Demonstrates the ability to collect, evaluate, interpret and communicate complex data for use in the decision making process.
Problem solving

Demonstrates the ability to identify feasible alternatives; hold different options in focus simultaneously and evaluate their pros and cons. Involves others where appropriate before deciding on a course of action.

Innovation

Demonstrates the ability to take an original, creative and innovative approach to problems and to generate novel solutions and new ways of working that bring tangible benefits and outcomes for the organisation.

Building relationships

Demonstrates an outgoing, participative style and the ability to mix easily with a wide range of people from different backgrounds and in a variety of situations to build long-term trusting relationships.

Planning and organising

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</tbody>
</table>
What are the most important things Sample could improve upon to increase his overall effectiveness in performing his current role?

Needs to look at relationships more.
Sample's needs to improve their people skills and not take criticism to heart but learn from it.
Useless
Sample is sometimes shy.
Listen more to other people even though he thinks he is right.

What are Sample's greatest strengths with regards to his overall effectiveness in his role?

Good at details.
Sample greatest strengths are to think outside the box.
Brilliant
Sample is amazing.
Will always get the job done when required.