

# Extended DISC Virtual Employee



This assessment is based on the responses given in the Extended DISC® Individual Assessment Questionnaire. This assessment should not be the sole criterion for making decisions about oneself. The purpose of this assessment is to provide supporting information for the respondent in self-development.

## Sam Sample

Organization:

**FinxS**

Date:

**03.03.2020**



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1.800.257.7481



## You at a Glance

Social, pleasant, sociable, thorough, organized, goal-oriented, ambitious, independent, emotionally unyielding, nice, easy to approach, people-oriented.

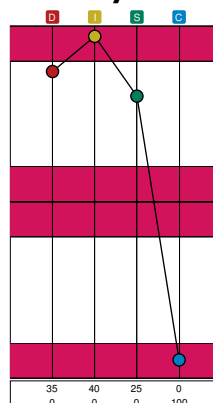
- Is competitive in a people-oriented way
- Can keep people motivated
- Doesn't crush others when changing things
- Takes notice of emotions
- Can generate ideas
- Has a longer perspective in perceiving things
- Can sell his ideas to others
- Dares to work without instructions
- Is encouraging and positive
- Can be patient
- Does what is best for the team
- Likes people

This person has sometimes been described as a pleasant, people-oriented but purposeful conversationalist. He is able to encourage and inspire people, take the team's interest into account and guide his team toward the goal. He is not so receptive a listener as he seems.

Sam is motivated by social human contacts, good human relationships, acceptance in the team and cooperation. Actually he is not a person who could work for others, but he likes to create good environment and enjoys putting people in a good mood. He likes independence inside an organized company. Sam also needs a certain amount of freedom.

He can certainly be a good, deliberate decision maker in his field. In new matters, he may superficially analyze the facts and to some extent trusts his intuition. Sometimes he can be cheated by involving emotions.

### Profile II - Natural Style





## How to Identify the Behavioral Styles

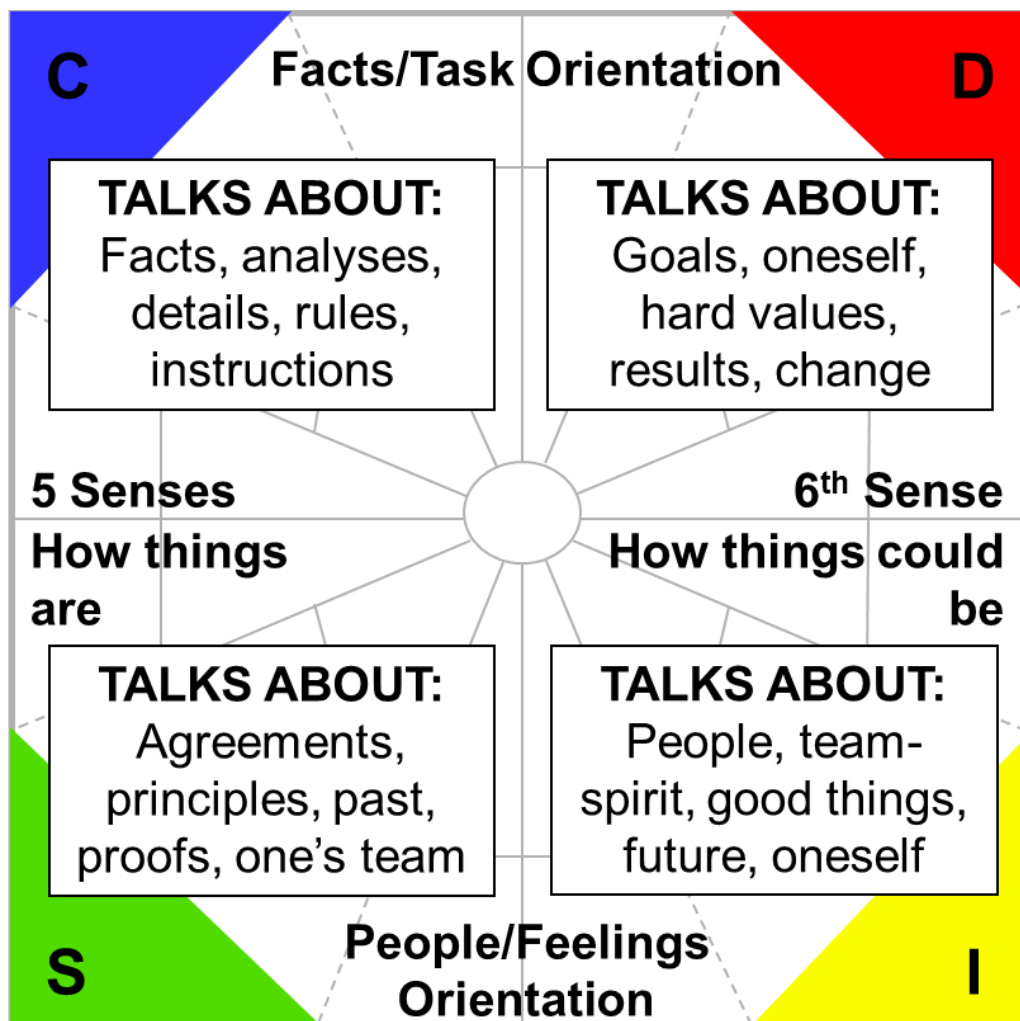
This Extended DISC® Individual Assessment does not provide results that classify people. There are no good-bad categories and the system does not rank people in any way.

All of the information in this report is derived from your "natural behavioral style". It is a behavioral style that takes the least energy and effort, requires the least amount of concentration, and is usually the most comfortable to you. It is the mode that you normally use to react and is most frequently exhibited outwardly in your behaviour.

This Individual Assessment divides all of the different behavioral styles into four main styles. These styles are not better or worse. Each of the styles has its own advantages and disadvantages.

- **D-style:** D-styles are competitive, aggressive, decisive and results-oriented. They prefer to move fast, take risks and get things done now. D-styles also like change, power, and challenges. D-styles can also be impatient, overbearing and even rude. They are often not very good listeners and are prone to make snap decisions. Others may perceive D-styles as self-centered, demanding, blunt and overly aggressive.
- **I-style:** I-styles are talkative, sociable, optimistic and lively. They are people-oriented, spontaneous, energetic and enthusiastic. I-styles tend to be positive and good at influencing others. I-styles can also be inattentive to details, overly talkative and emotional. They may over-promise because they are so optimistic and are eager to be popular. Others may perceive I-styles as somewhat careless, impulsive and lacking follow-up.
- **S-style:** S-styles are calm, helpful, patient, modest and laid back. They are eager to help, loyal and often make excellent team players. S-styles tend to be patient listeners, trustworthy, and balanced between tasks and people. They are very persistent. S-styles need stability and security and, therefore, need help with change. They may be too willing to pitch in and at times are taken advantage of. Others may perceive S-styles as too slow, stuck on the status quo, indecisive, stubborn and even quietly resentful.
- **C-style:** The C-styles are precise, logical, matter-of-fact, analytical and careful. They need data, information and analyses. They are focused on tasks and ensure things get done correctly. C-styles tend to produce high quality work. C-styles may also focus too much on the details, becoming nitpicking, slow and losing the big picture. At times they get lost in the analysis, focusing too much on the trees and not the forest. Others may perceive C-styles as too critical, distant, pessimistic.







## Your Extended DISC® Profiles

The Profiles are a visual representation of your behavioral style. They are based on your responses to the questionnaire. There are no right or wrong answers.

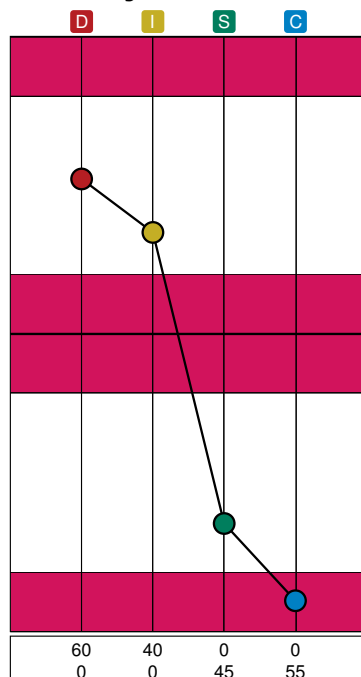
**Profile I** - Your adjusted style shows how you believe you must adjust to meet the demands of your present environment.

**Profile II** - Your natural style remains fairly stable, but not rigid, over your adult life. It is the style that is most comfortable to you and uses the least energy. The styles (D,I,S, and C) that show above the middle line are your natural style(s). Most individuals are a combination of styles. The majority of this report is based on Profile II.

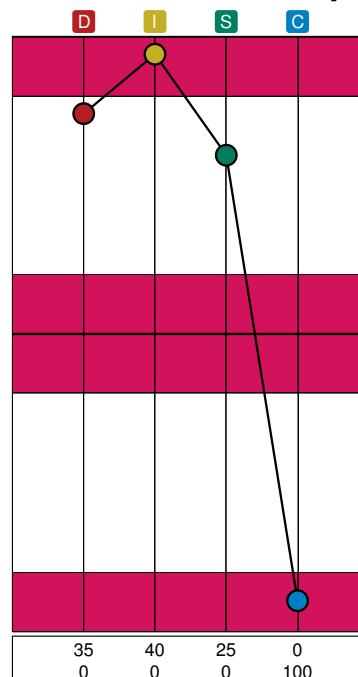
**There are no good or bad behavioral styles - just different ones.**

## Your Profile I and II

**Profile I - Perceived Need to Adjust**



**Profile II - Natural Style**





### Your Virtual Working Style

We all have our own unique way of working virtually. Listed below are some key behavioral dimensions of virtual work. The higher the numbers, the more natural and comfortable the dimension is for you.

Independent developer of one's area of responsibility:	-5	-4	-3	-2	-1	0	1	<b>2</b>	3	4	5
Independent, logical planner:	-5	-4	-3	-2	<b>-1</b>	0	1	2	3	4	5
Positive change agent, able to eliminate boredom:	-5	-4	-3	-2	-1	0	1	2	<b>3</b>	4	5
Specialist concentrating on work alone:	-5	-4	<b>-3</b>	-2	-1	0	1	2	3	4	5
Performing one's own tasks reliably:	-5	-4	-3	<b>-2</b>	-1	0	1	2	3	4	5
Working independently with no instructions provided:	-5	-4	-3	-2	-1	0	1	2	3	4	<b>5</b>
Performing repetitive routines/tasks:	-5	-4	-3	<b>-2</b>	-1	0	1	2	3	4	5
Broad range of responsibilities with few instructions:	-5	-4	-3	-2	-1	0	1	2	<b>3</b>	4	5
Avoiding mistakes in details:	-5	-4	<b>-3</b>	-2	-1	0	1	2	3	4	5
Handling many tasks that require contact with people:	-5	-4	-3	-2	-1	0	1	2	<b>3</b>	4	5

Identify two Virtual Behaviors that you can capitalize upon.

1 \_\_\_\_\_

2 \_\_\_\_\_

How can you maximize the impact of your strengths to become even more successful?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





## Your Motivators

Sam is motivated by social human contacts, good human relationships, acceptance in the team and cooperation. Actually he is not a person who could work for others, but he likes to create good environment and enjoys putting people in a good mood. He likes independence inside an organized company. Sam also needs a certain amount of freedom.

You are more likely to respond positively and feel energized if these factors are present in your work environment.

- Good and lively friends
- Positive and excited atmosphere
- Freedom in how to take care of responsibilities
- People who are easy to get involved
- Openness in communication
- Freedom from detailed tasks
- Possibility to come along
- Free discussion
- Lofty ideas and changes to work with them
- Having own opinion been heard
- New opportunities
- Positive way to promote things

**Identify two *Motivators* that are being fulfilled in your current position.**

1 \_\_\_\_\_

2 \_\_\_\_\_

**How can you increase their effect on your performance? Be specific.**

\_\_\_\_\_

\_\_\_\_\_

**"Knowing yourself is the beginning of all wisdom."**

**Aristotle**





## Situations that Reduce Your Motivation

All of us face situations on a daily basis that we do not like much and tend to drain our energy levels. The items below are likely to decrease your motivation and require more energy from you.

- Dryness and boredom
- Dull routines
- Being separated from people
- Progressive changes being prohibited
- Detailed instructions
- Losing popularity
- Own team breaking up
- Coldness and toughness
- Restrictions
- Facts-oriented thinking
- Getting stuck in one place
- Bad team-spirit

Carefully consider *Situations that Reduce Your Motivation*. Be aware of their impact on making your goals a reality. Are you prone to procrastinate with situations/tasks that correspond to items listed above?

**Identify two *Situations that Reduce Your Motivation* that create the greatest challenge in your current position.**

1 \_\_\_\_\_

2 \_\_\_\_\_

**How can you decrease their effect on your performance? Be specific.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_







## Your Communication Style

We all have our own unique communication style. When we become aware of how we tend to communicate with others, it becomes easier to make conscious modifications to our style. These modifications improve our effectiveness with others.

### Your Natural Communication Style:

Considerate and careful communication:	-5	-4	-3	-2	<b>-1</b>	0	1	2	3	4	5
Direct, goal focused communication:	-5	-4	-3	-2	-1	0	<b>1</b>	2	3	4	5
Encouraging, participating, involving communication:	-5	-4	-3	-2	-1	0	1	2	3	<b>4</b>	5
Facts-based, goal-oriented and direct:	-5	-4	<b>-3</b>	-2	-1	0	1	2	3	4	5
Goal oriented motivation and influencing:	-5	-4	-3	-2	-1	0	1	2	3	<b>4</b>	5
Active listening, paying attention to understanding everything:	-5	-4	-3	<b>-2</b>	-1	0	1	2	3	4	5
Positive, lively and inspiring communication:	-5	-4	-3	-2	-1	0	<b>1</b>	2	3	4	5
Detailed and logical communication:	-5	-4	<b>-3</b>	-2	-1	0	1	2	3	4	5
Very systematic and focused on the exact topic in hand:	-5	-4	<b>-3</b>	-2	-1	0	1	2	3	4	5





## How Others View Your Communicaton Style

Your message and your communication style comes across differently to different people. While you cannot control others, you can be more aware of your natural communication style and how it is perceived by others. Then you can make the necessary adjustments in your interactions with others. This is how we typically perceive your communication style.

This person has sometimes been described as a pleasant, people-oriented but purposeful conversationalist. He is able to encourage and inspire people, take the team's interest into account and guide his team toward the goal. He is not so receptive a listener as he seems.

**Identify an aspect of your communication style that is the most comfortable for you. What impact does it have in your current position? How can you capitalize on it more effectively?**

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**Identify an aspect of your communication style that is the least comfortable for you. What impact does it have in your current position? What can you do to improve?**

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## Your Decision-Making Style

There is no best style for making decisions. However, we all have our own, most comfortable way of decision-making. Successful people are aware of their preferred style and make conscious adjustments based on the requirements of each unique situation.

### Your Natural Decision-Making Style:

Checking every detail when making decisions under pressure:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making well thought out decisions based on security:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making well thought out decisions based on detailed analysis:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making courageous and risky decisions when under pressure:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making fast decisions based on achieving goals:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making fast decisions based on achieving goals:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making overly cautious decisions when under pressure:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making spontaneous decisions based on intuition:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Making sudden and emotional decisions when under pressure:	-5	-4	-3	-2	-1	0	1	2	3	4	5





## How Others View your Decision-Making Style

No matter what you do, others will have their own perceptions of your behavior. This is how your decision-making style may come across to others.

He can certainly be a good, deliberate decision maker in his field. In new matters, he may superficially analyze the facts and to some extent trusts his intuition. Sometimes he can be cheated by involving emotions.

**Identify an aspect of your decision-making style that is most comfortable for you. What impact does it have in your current position?**

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**Identify an aspect of your decision-making style that is least comfortable for you. What impact does it have in your current position? What can you do to improve?**

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## Your Strengths

- Is competitive in a people-oriented way
- Can keep people motivated
- Doesn't crush others when changing things
- Takes notice of emotions
- Can generate ideas
- Has a longer perspective in perceiving things
- Can sell his ideas to others
- Dares to work without instructions
- Is encouraging and positive
- Can be patient
- Does what is best for the team
- Likes people

Most of us tend to overlook our strengths, even taking them for granted. Do not let that happen to you. Instead, consider the items listed above and think how well you are taking advantage of these valuable behavioral traits. Please use caution however; remember that an overused strength very often becomes a weakness and a serious liability to our performance.

**Identify two *Strengths* that you can capitalize upon in your current position.**

1 \_\_\_\_\_

2 \_\_\_\_\_

**How can you maximize the impact of your *Strengths*? Be specific.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Reactions to Pressure Situations

These are NOT descriptions of your weaknesses or present behavior. They are items that you should be cautious about since these reactions in pressure situations may become more evident. Understanding how you react to pressure situations can make it easier to deal with them.

- Makes inaccurate assessments
- Operates superficially
- Allows emotions to influence himself
- Tries to please too much
- Doesn't behave directly
- Doesn't always expose his real opinions
- Needs popularity
- Spends too much time with people
- Makes mistakes by being inaccurate
- Thinks about himself a little bit too much
- Gets excited without proper analysis
- Wants to retain friends at any cost



**"Strength does not come from winning. Your struggles develop your strengths. When you go through hardships and decide not to surrender, that is strength."**

**Arnold Schwarzenegger**





## Your Style and Stress

Pressures and demands of our professional lives create stress for all of us. While it is nearly impossible to eliminate stress, we can manage it by understanding our own unique causes and signs of stress, as well as how best to alleviate it.

### Causes of Stress

The causes of stress are different from one person to another. Below are some key causes of stress. The higher the number, the more likely it is to cause stress for you.

Having to participate in conflicts:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Having to show emotions:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Inability to influence people:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Inability to make decisions:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Lack of accurate information:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Limited room for flexibility:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Losing control:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Losing freedom:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Non-challenging goals:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Unclear responsibilities:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Unexpected changes:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Unfriendly environment:	-5	-4	-3	-2	-1	0	1	2	3	4	5
Unorganized way of working:	-5	-4	-3	-2	-1	0	1	2	3	4	5





### Signs of Stress

Under stress or pressure we tend to revert back to our natural behavioral style because it is the style that requires the least amount of energy. Below are some indicators that may, or may not, become apparent for you under stress. The higher the number, the more likely others are able to observe the behavior.

- Bases every action on what is just and fair: -5 -4 -3 -2 **-1** 0 1 2 3 4 5
- Becomes impatient: -5 -4 -3 -2 **-1** 0 1 2 3 4 5
- Becomes irritated, inflexible, blunt and demanding: -5 -4 -3 **-2** -1 0 1 2 3 4 5
- Becomes very distant and difficult to approach: -5 **-4** -3 -2 -1 0 1 2 3 4 5
- Stubbornly defends the status quo: -5 -4 -3 **-2** -1 0 1 2 3 4 5
- Has strong emotional opinions: -5 -4 -3 -2 -1 0 1 2 3 4 **5**
- Is too interested in what other people think of him/her: -5 -4 -3 -2 -1 0 1 **2** 3 4 5
- Questions everything: -5 -4 **-3** -2 -1 0 1 2 3 4 5
- Wants to take action without being sure what is the best thing to do: -5 -4 -3 -2 -1 0 1 2 3 **4** 5







## Alleviating Stress

There are many ways to manage and alleviate stress. Some important solutions include making others aware what alleviates your stress level. The higher the number, the more likely it will alleviate your stress.

- Agree on important goals and how to achieve them: -5 -4 -3 **-2** -1 0 1 2 3 4 5
- Allow enough time to discuss the situation: -5 -4 -3 -2 -1 0 **1** 2 3 4 5
- Create a predictable, familiar and safe environment: -5 -4 -3 **-2** -1 0 1 2 3 4 5
- Give more room to solve the problem independently: -5 -4 -3 -2 -1 0 1 2 **3** 4 5
- Give opportunity to meet people and hear what they say: -5 -4 -3 -2 -1 0 1 **2** 3 4 5
- Provide an opportunity to operate independently: -5 -4 -3 -2 -1 0 **1** 2 3 4 5
- Provide information, feedback and clear instructions: -5 -4 **-3** -2 -1 0 1 2 3 4 5
- Put everything in writing: -5 -4 **-3** -2 -1 0 1 2 3 4 5

## Time Management

Time management is one of the key ways you can control your stress level. Increased awareness of your time management style will help you to make adjustments as necessary. The higher the number, the more comfortable the behavior is to you . The lower the number, the more energy and concentration is required for the behavior.

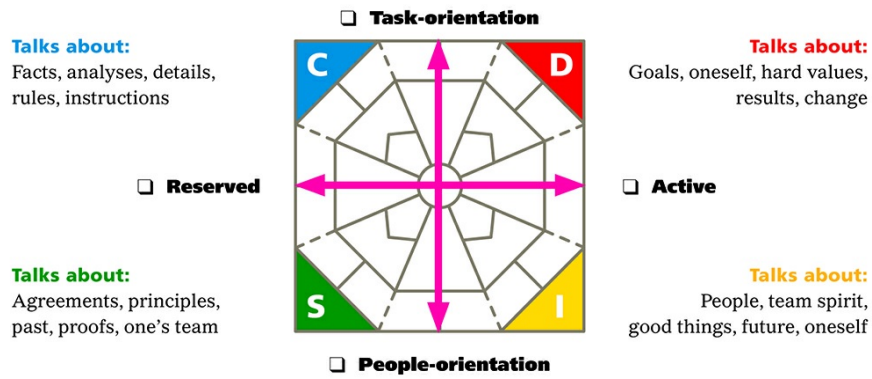
- Delegating easily by selling the idea to others: -5 -4 -3 -2 -1 0 1 2 **3** 4 5
- Effective multi-tasking: -5 -4 -3 -2 **-1** 0 1 2 3 4 5
- Getting started without instructions: -5 -4 -3 -2 -1 0 1 2 3 4 **5**
- Performing repetitive and detailed tasks effectively: -5 -4 **-3** -2 -1 0 1 2 3 4 5
- Prioritizing the most effective thing first: -5 -4 -3 **-2** -1 0 1 2 3 4 5
- Quickly jumping from one task to another: -5 -4 -3 -2 **-1** 0 1 2 3 4 5
- Staying focused for a long time: -5 -4 -3 -2 -1 0 **1** 2 3 4 5





### My Personal Action Plan

Identify one individual to create a simple action plan.



Individual's style is \_\_\_\_\_.

Based on what you have learned, discovered and realized through this report, list three important items you will **START** doing when interacting with this person:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

Based on what you have learned, discovered and realized through this report, list three important items you will **STOP** doing when interacting with this person:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

Based on what you have learned, discovered and realized through this report, list three important items you will **CONTINUE** doing when interacting with this person:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

