

# Maximizing Your Personal Effectiveness

Highly successful people are typically those who assume roles and responsibilities that utilize their natural strengths. However, one's behavior while interacting with another person may affect that person's performance and ability to achieve. In a team environment where individuals often have different strengths, it is necessary for everyone to understand how to adapt their own style to work together more effectively. People are usually better able to build relationships, enhance communication, resolve and prevent conflicts, and have a more positive impact on others when they can modify their natural behavioral style for them. You should use adaptation strategies when you aren't getting results when interacting with others. You can adapt only your OWN behavior to get the results you want; you cannot force someone else to adapt to you. The chart below explains how DISC helps people understand their natural tendencies and identify adaptation strategies to become more effective in their work environment.

## High Compliance Style

**Goal:** accuracy, order, correctness

**Tendency to:** need rules and procedures to know how to do things correctly; strive for perfectionism; require proof or evidence; need to analyze; pay attention to the details; use facts

**Increase your effectiveness by:** being less of a perfectionist; going 'by the book' less often; demonstrating more enthusiasm in projects and others' ideas; utilizing data; using opportunities for careful planning; working with a team; making quicker decisions; being more open to delegating to others; being more tolerant of self and others

## High Dominance Style

**Goal:** achieving results, control

**Tendency to:** need challenges; use direct communication; possess strong desire to control situations; participate in high risk decisions and actions; focus on getting results; be goal oriented

**Increase your effectiveness by:** being less intense, opinionated, and blunt; demonstrating patience, listening skills, humility, and concern for others; being less dictatorial; understanding you need to work with other people; taking on challenging assignments to keep you motivated; adhering to deadlines; pacing yourself; relaxing more

## High Steadiness Style

**Goal:** security, stability

**Tendency to:** need to serve others; value and respect loyalty; build long-term relationships; need closure; hide emotions and problems; need a structured and consistent environment

**Increase your effectiveness by:** taking more initiative to gain results; projecting a sense of urgency when necessary; being less reliant on routines; being more accepting of change; showing a willingness to act on opportunities; believing in yourself and having a strong self-worth; understanding and respecting deadlines

## High Influence Style

**Goal:** social involvement, recognition

**Tendency to:** need to interact with others; need to be liked by all; project confidence in self and others; trust others and need to be trusted; react emotionally; express optimism; be verbally convincing

**Increase your effectiveness by:** being more organized; keeping sight of career goals; being less influenced by the feelings of others; being more realistic; using objectivity in decision-making; controlling your emotions; establishing priorities and deadlines; talking less and acting more; exercising self-discipline; following through on tasks

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