

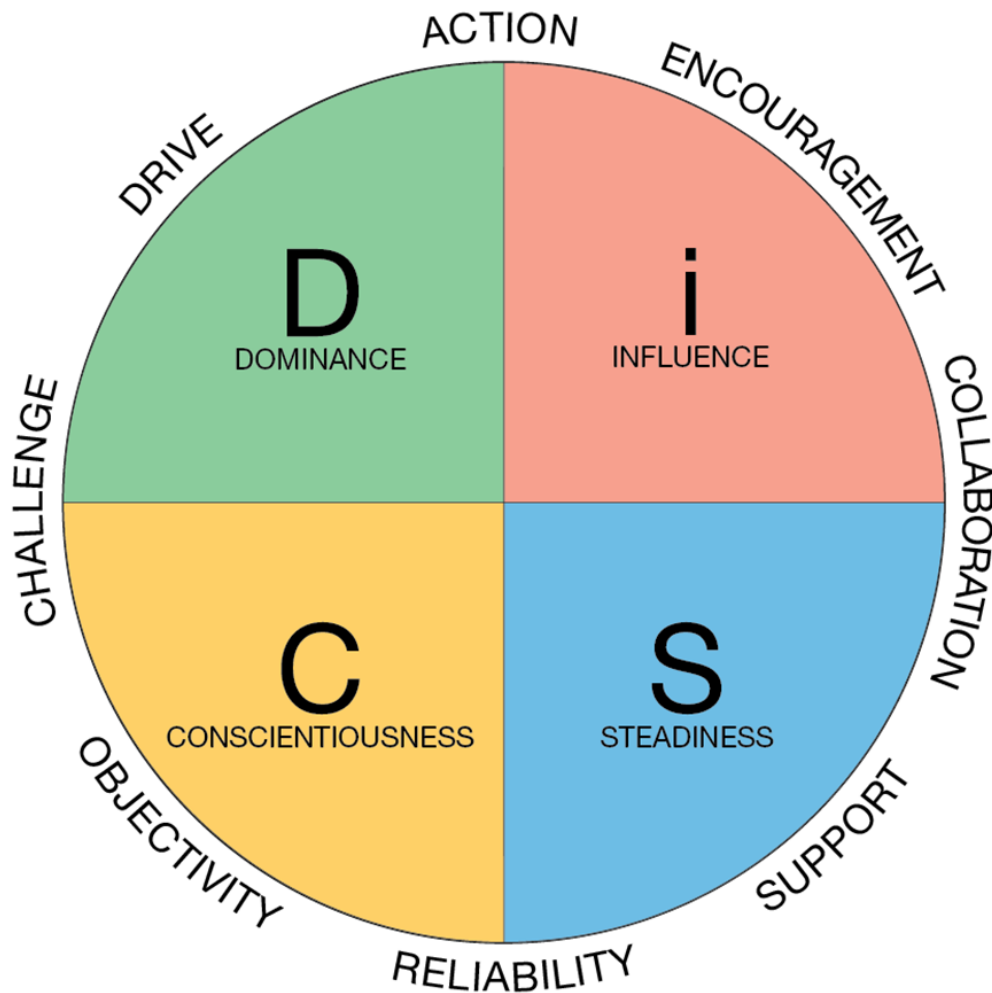


## Handout 1.1

### *Everything DiSC® Management*

## DiSC® Management Style

Take notes on what you learn from the video.



Ideas to remember:



## Handout 2.2

### Everything DiSC® Management

## People Reading

Principles		
<ul style="list-style-type: none"> <li>• People reading isn't meant to label people. Instead, it's a way to help us understand their needs.</li> <li>• There are no good or bad styles.</li> <li>• All styles have strengths and limitations.</li> <li>• Everyone is a mixture of styles, so it may be difficult to read people correctly.</li> </ul>		
Observable Behaviors		
<ul style="list-style-type: none"> <li>• Body language such as posture, use of hands, facial expressions, etc.</li> <li>• Tone of voice and expression such as pace, inflection, volume, etc.</li> <li>• Words chosen to deliver the actual messages.</li> </ul>		
<b>1</b>	Consider whether this person tends to be more:	
	<b>2</b>	
Then, consider whether this person also tends to be more:		
<b>3</b>	Now, combine this person's tendencies to determine his or her DiSC® behavioral style.	
<b>Dominance</b>          <b>Conscientiousness</b>		<b>Influence</b>          <b>Steadiness</b>
<b>The people you work with (peers, manager, people you manage):</b>		
NAME:	STYLE:	
NAME:	STYLE:	
NAME:	STYLE:	



## Handout 2.2

### Everything DiSC® Management

## Working Effectively With Others

<b>D</b> Dominance	
<b>i</b> Influence	
<b>S</b> Steadiness	
<b>C</b> Conscientiousness	
Ideas to remember:	



## Handout 2.2

### Everything DiSC® Management

## Increasing Your Effectiveness

<b>D</b> Dominance	
<b>i</b> Influence	
<b>S</b> Steadiness	
<b>C</b> Conscientiousness	
Ideas to remember:	



## Handout 3.1

### Everything DiSC® Management

## Increasing Your Effectiveness



**Ann**  
“D” Manager

#### **D Approach:**

What did Charles do that worked with a “D” boss?

#### **i Approach:**

What did Charles do that worked with a “i” boss?



**Chad**  
“i” Manager



**Charles**



**Palani**  
“S” Manager

#### **S Approach:**

What did Charles do that worked with a “S” boss?

#### **C Approach:**

What did Charles do that worked with a “C” boss?



**Stephanie**  
“C” Manager



## Handout 3.2

### Everything DiSC® Management

## Action Plan for Working With Others:

Person's DiSC® Style: \_\_\_\_\_

Use the page about this person's style in the *Everything DiSC Management Profile: Working with Your Manager* section to complete the table and write an action plan for improving how you work with your manager and/or another co-worker.

STEP 1: EVALUATE THE CURRENT RELATIONSHIP		
<p><b>Read</b> the paragraph about advocating and getting buy-in with your manager, and <b>complete</b> each column with 1-2 statements from the page. Then, <b>repeat the process</b> with the paragraph about dealing with conflict.</p>		
	<p><b>ALREADY DOING SUCCESSFULLY-</b></p> <p>WHAT DO I NEED TO DO MORE OF/WHAT POSITIVE BEHAVIORS OR STRENGTHS IN THIS PERSON AM I REINFORCING?</p>	<p><b>COULD DO BETTER</b></p> <p>WHERE MIGHT I BE COMMITTING FUNDAMENTAL ATTRIBUTION ERROR?</p> <p>WHERE MIGHT I NEED TO ADDRESS THEIR EXHAUSTION AND/OR A LACK OF CLARITY?</p>
Advocating and Getting Buy-in		
Dealing with Conflict		
STEP 2: PLAN TO IMPROVE ON ADVOCATING AND GETTING BUY-IN		
<p><b>Choose</b> one statement you wrote in the "Could Do Better" column for advocating and getting buy-in. Write down <b>specific actions</b> that describe <b>how</b> you will improve your approach to getting buy-in from your manager/co-worker and <b>when</b> you will complete these actions.</p>		
STEP 3: PLAN TO IMPROVE ON DEALING WITH CONFLICT		
<p><b>Choose</b> one statement you wrote in the "Could Do Better" column about dealing with conflict.  <b>Write</b> down the things you will <b>do differently</b> the next time you find yourself in conflict with your manager/co-worker.</p>		