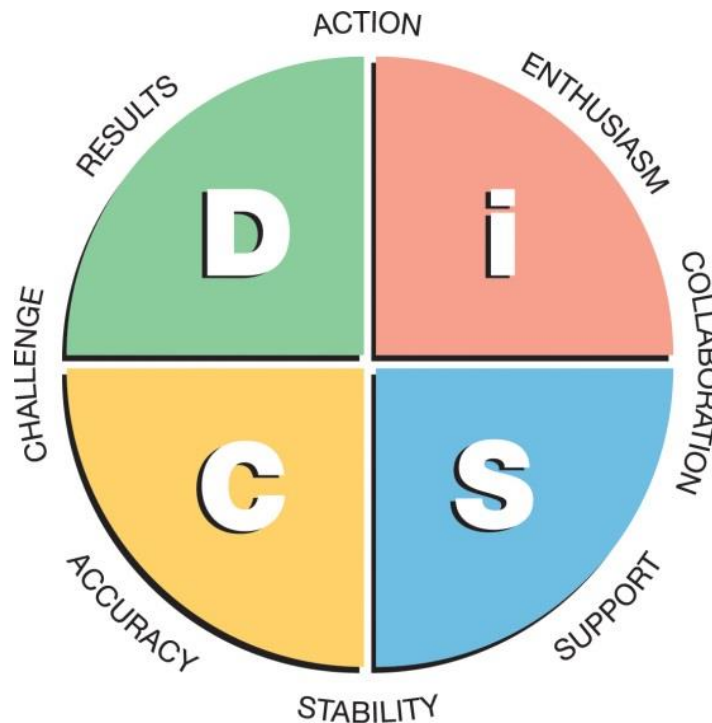


EVERYTHING **DiSC** **WORKPLACE**[®]



© 2012 Inscape Publishing, Inc.

13 weekly DiSC activities to take you back into your Everything DiSC Workplace[®] report plus suggested ways to use the information to enhance the important relationships in your life.



DiSC Activity #1: Going Deeper into Your Style

Review **Page 4** of your **DiSC Workplace** report again. This time you will be looking for items that fit into the **JoHari Window** which you will find on the next page of this participant manual.

Two panes or components of the **JoHari Window** are:

Blind Spot - Find time to share any items you question or disagree with on page 4 of your report.

Select someone who knows you well and ask them these questions:

Have you seen me use this behavior? _____

If so, how often and when? _____

*(Note these items in the **Blind Spot** section of the worksheet.)*

Mask - Is there anything you highlighted and agreed with on page 4 of your report that may be somewhat hidden from others?

Again, with a trusted friend, share that information and ask:

Did you know this about me? _____

If the answer is no, note the items in the **Mask** area of your worksheet.

Reflection:

How can you bring the Blind Spot and Mask items into your Arena in those important relationships in your life?

Team Application:

Conduct this activity at a team meeting or share what you learned from the time with a trusted friend.



Possible Blind Spots:

Things I Mask:

DiSC Activity #2: Consider Your Priorities

Review **page 5** of your **DiSC Workplace report** and **consider your priorities - the bold words that wrap around the edge of the DiSC map.**

During the next few days, make some notes below regarding your use of these priorities. We encourage you to use the template on the next workbook page (page 4 and feel free to make additional copies). Listen for feedback from others throughout your workday. How strongly do these priorities appear in your work or personal life?

Do you have any unexpected priorities for your style?

Are these "learned" behaviors or "natural" behaviors?

Team Application:

At a team meeting, take a few minutes for each person to share his or her priorities and get feedback on behaviors being used when interacting with others on the team that demonstrate each priority.

The template the workbook page 4 may be helpful here. **Place a check (✓) next to each behavior if it is being used as a strength and an X if the behavior is, in some way, limiting your success as a team member.**

Get feedback on your "unexpected" priorities if you have any.

Priority:	Priority:	Priority:
Behaviors Used:	Behaviors Used:	Behaviors Used:
Feedback:	Feedback:	Feedback:

DiSC Activity #3: Going Deeper Into Your Priorities

Go back to the first activity in this workbook (page 1) where you tracked behaviors that relate to your DiSC priorities. Reflect on them as you re-read **Page 5** of your **DiSC Workplace** report.

How are your priorities **supporting** you in your work or personal life?

How are they **limiting** your effectiveness?

Which of the remaining priorities might be good to use at this point in your work or personal life?

Why?

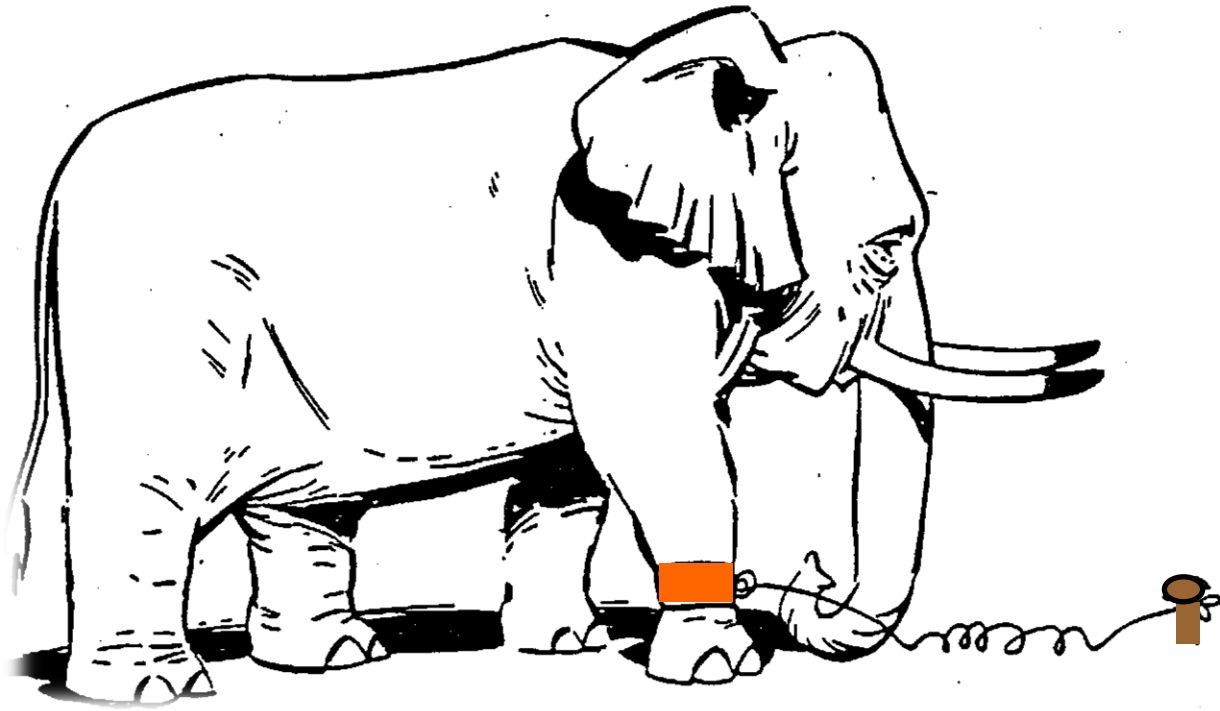
Now read **The Elephant Principle: Breaking the Chain** on the next page.

As a human being, much of your behavior has been conditioned as well. But, unlike the elephant, you have **choices**. You can choose to use any of the other behaviors relating to any of the remaining priorities even though they may feel a bit uncomfortable.

Find someone who exhibits behaviors relating to any of the priorities you feel important in some aspect of your work or personal life. Tell this person why that priority is important in your life at the moment and ask him or her for advice on what behaviors might be appropriate in order to meet your goals. You may find that person seeking your advice as well if you are have very different natural behavioral priorities.

Team Application: Conduct this activity #3 with your team members at a team meeting and debrief.

What holds the elephant to the stake?



The Elephant Principle: Breaking the Chain

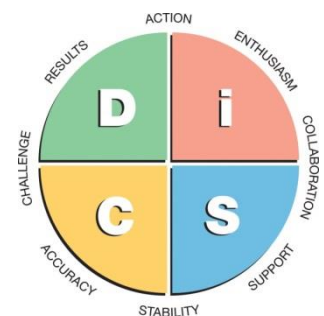
When baby elephants are trained, they are tethered to a strong steel stake in the ground. The baby struggles to get away, but the pole is much stronger than the elephant. The elephant soon learns that its movement is limited by the length of its rope.

As the elephant grows, the strong steel stake can be replaced by just a simple wooden stake. The elephant has learned its limitation, even though if it tried—as an adult—it could easily pull up the stake and run free.

Think about your behaviors as they relate to your DiSC® style. You're not that elephant but rather a human being.

*You can **choose** your behaviors!*

You are not tethered to your style!



© 2012 Inscape Publishing, Inc.

DiSC Activity #4: What Motivates You?

Re-read the **list of motivators** on **Page 6** of your **DiSC Workplace** report. After highlighting the motivators which are true for you, **put a check (✓) next to the accurate statements which are currently present in your work environment.** List some examples of each.

Next, consider how you would like others to reinforce these aspects of your work.

Then look for opportunities this week to communicate this to team members and your team leader.

Are there items on your list which are true for you but **not present** in your current work?

If so, what ideas do you have to adjust your work tasks to include these aspect of your work?

Again, look for opportunities this week to discuss these with team members and your team leader and ask them for ideas on how these motivators could be injected into your work.

Team Application:

Conduct this same activity #4 with your team members at a team meeting and debrief.

DiSC Activity #5: What Is Stressful For You?

Re-read the **list of stressors** listed on **Page 6** of your **DiSC Workplace** report.

After highlighting the stressors which are true for you, **check (✓) the ones which are currently affecting your work performance or general stress level.**

Think of specific examples and look for opportunities this week to share these with a trusted team member or friend at work.

Discuss ideas to reduce the stress created by these items.

Once you have some ideas, bring these to your team or team leader and ask for support or recommendations to alleviate the harmful effects of any of these stressors.

Team Application:

Conduct this same activity #5 with your team members at a team meeting and debrief.

DiSC Activity #6: Observing DiSC Behaviors, Part 1

Study **Page 7** of your **DiSC Workplace** report (or use the following workbook page 10). **Do a little people reading of your own** and identify people in your life (friends, team members, family) who match each of the four DiSC quadrants on the map.

Write a different person's name in each quadrant of the map. Now, over the next week, pay close attention to the behaviors that each person exhibits. How do they exemplify the tendencies on **Page 7** of your **DiSC report**?

Do they exhibit tendencies from a secondary DiSC style?

At the end of the week, share your observations with each person and get feedback. Does each person see themselves the same way you do?

What can you learn from this experience?

Team Application:

Ask each team member to practice *people reading* by conducting this same *people reading* exercise and identify people who do not have a DiSC report. Ask each team member to share the results of this experience—as well as lessons learned—at a team meeting.

How to PEOPLE READ

Principles

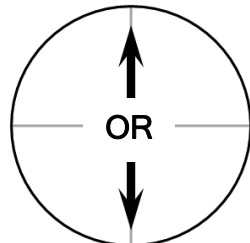
- People reading isn't meant to label people. Instead, it's a way to help us understand their needs.
- There are no good or bad DiSC styles.
- All DiSC styles have strengths and limitations.
- Everyone is a blend of all four styles, so it may be difficult to read people correctly.

Observable Behaviors

- Body language such as posture, use of hands, facial expressions, and others.
- Tone of voice and expression, such as pace of speech, inflection, volume and others.
- Words chosen to deliver the actual messages.

1 Consider whether this person tends to be more:

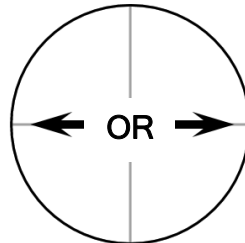
FAST-PACED & OUTSPOKEN



CAUTIOUS & REFLECTIVE

2 Then, consider whether this person also tends to be more:

QUESTIONING & SKEPTICAL



ACCEPTING & WARM

3 Now, combine this person's tendencies to determine his or her DiSC® behavioral style.

Dominance

FAST-PACED & OUTSPOKEN
QUESTIONING & SKEPTICAL



Influence

FAST-PACED & OUTSPOKEN
ACCEPTING & WARM

Conscientiousness

CAUTIOUS & REFLECTIVE
QUESTIONING & SKEPTICAL

Steadiness

CAUTIOUS & REFLECTIVE
ACCEPTING & WARM

DiSC Activity #7: Observing DiSC Behaviors, Part 2

Continue your observations of the people you identified in last week's exercise OR use the *people reading process* on workbook page 10 to select four new subjects. After reading the appropriate page for each style in your report [**D style - page 8; i style - page 9; S style - page 10; and C style - page 11**], observe these people over the next week.

Refer to the people reading process on the previous workbook page 10 and make notes based on these four individuals. At the end of the week, discuss your findings with each person and invite them to share their perceptions of you.

What is difficult when interacting with you?

What works well when interacting with you?

Team Application:

First, ask team members to identify **other members** of the team who each represent one of the four primary or secondary DiSC styles. Next, ask your DiSC representative to produce a comparison report for you with each DiSC style team members. Then hold one-on-one chats to discuss the comparison reports. Debrief what you learned about you and the rest of the team at future meetings.

Working with DiSC Styles

	What's difficult for me:	What works for me:

©2012 by Inscape Publishing, Inc. All Rights Reserved. Permission to duplicate.

DiSC Activity #12: Building More Effective Relationships - Wrap Up

On the next workbook page 18, you'll find a clean copy of the handout *Action Plan for Building Effective Relationships*, which is from **Page 16** of your DiSC Workplace report. This action planner is designed to identify more general strategies that may help you to be successful in most relationships in your work as well as in your life.

Study the action plan form and then **look for one strategy** that you feel would provide the most benefit to you at this point in your life. **Complete the action plan based on that strategy.**

Meet with the person you identified as a resource or mentor and review your plan. Ask for feedback and suggestions for improvement. Ask him or her to hold you accountable to carry out the plan by checking in with you at agreed upon times over the next few weeks.

Team Application:

Ask each team member to complete the exercise individually and then bring the results to a team meeting to share with team members and the team leader. Consider asking the team to hold each member accountable by briefly checking in with each person at a weekly team meeting. Ask for a quick example of how the strategy was used during the past week and the results of that attempt.

Action Plan for Building Effective Relationships

Write the strategy you selected from the Summary page 16 of your DiSC Workplace profile. Then answer these questions to create an action plan for using this strategy to build more effective relationships.

Strategy:

When might you need this strategy?

What outcomes do you hope to achieve by using this strategy?

What can you do or say to put this strategy into action?

Who could be a resource or mentor for you?

DiSC Activity #13: Going Deeper Into Relationships - *Optional Exercise*

Enhancing relationships is a one-person-at-a-time project.

If the person with whom you wish to enhance a relationship is also in the DiSC report database, both of you may request a highly personalized **comparison report** from the administrator who produced your basic Workplace report.

Set up a few one-on-ones over the next few weeks with the person you selected and follow the directions in the comparison reports.

Team Application:

Develop a matrix pairing of each team member to another team member. Then conduct a weekly comparison report discussion—one at a time—until all pairing are completed. At team meetings, ask for quick feedback to monitor the process and to hold members accountable for the activity.

For additional support in creating effective relationships with DiSC, read *The Great Connection: A Story That Reveals Life's Most Vital Lesson - How to Connect with Others - Especially Yourself* by Arnie Warren.

The Great Connection is for executives, salespeople, realtors, teachers—anyone whose career success depends on connecting with other people. This fast-paced book changed the lives of thousands of readers with its simple message told through the tale of Bob Hathaway, a man in a career crisis. Told in an engaging story format that is easy to grasp, *The Great Connection* goes beyond merely identifying behavioral styles and gives readers specific interview and connection techniques they can use immediately. The book reveals the effective and ineffective traits of each of the four DiSC behavioral styles; five interviewing techniques to help you identify anyone's behavioral style; and the actual words to use to really connect with someone.

