

# Finding Potential

Making the Most of Your Personality Profile



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# Introduction

Once you have read through your Personal Premium Report, your first reaction may well be “So what?” This self-reflection workbook has been created to help you get the most from your personality profile and understand your preferred styles/personality characteristics.

**IF YOU HAVEN'T ALREADY DONE SO PLEASE READ YOUR REPORT BEFORE CONTINUING.**

In the first section of this workbook we have provided you with some questions to help “create the context” - for you to think about your key personal goals over the next 12 to 18 months and how your personality preferences can enable or might even inhibit you in achieving these goals.

The second section is designed to enable you to prioritise the 2 or 3 actions most likely to have the biggest impact on helping you achieve these goals.

# Creating the Context

Please now spend 10 minutes or so answering the following 4 questions.

## Understanding Your Personality Profile

**1. What aspects of your personality struck you as particularly accurate?**

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**2. What did it confirm for you?**

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**3. What aspects surprised you? When have you seen these aspects in your behaviour? What reasons can you think of that explain why this is true in these circumstances but isn't always the case?**

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**4. What are your 3 main goals over the next 12 to 18 months?**

(These can relate to things you want to achieve in any aspect of your life)

1

2

3

## Reflection to Action

This section has been designed to help you focus on taking some action that will help you make the most of your preferred styles/personality characteristics. It is designed to help you quickly identify the actions that are most likely to bring you the biggest benefit and prioritise one or two key actions that you will **commit** to.

Identify the personality characteristics that are most likely to help and hinder you over the next 18 months	
<p>Preferences that will <b>help</b> you</p> <p><b>1</b> .....</p> <p><b>2</b> .....</p> <p><b>3</b> .....</p> <p><b>4</b> .....</p> <p><b>5</b> .....</p>	<p>Preferences that might <b>hinder</b> you</p> <p><b>1</b> .....</p> <p><b>2</b> .....</p> <p><b>3</b> .....</p> <p><b>4</b> .....</p> <p><b>5</b> .....</p>
<p>From these 10, choose the 3 personality characteristics you think will be most important to helping you achieve your goals. (NB You must have at least one from each column - for the right-hand column, think in terms of how to minimise the impact of this preference, or even turn it into a strength).</p> <p>1 .....</p> <p>2 .....</p> <p>3 .....</p>	

Name <b>5 benefits</b> of utilising the first personality characteristic more effectively ( <b>NB</b> This could be about minimising the impact of a particular preference, e.g. not spending too much time focusing on detail if you want to gain promotion into a more strategic role.)	
<p>1 .....</p> <p>2 .....</p> <p>3 .....</p>	<p>4 .....</p> <p>5 .....</p>

Now name **5 actions** that would help you put this personality characteristic into practice and help you achieve your goal (e.g. *Less detailed focus action*: When reading key documents, I will scan the document and write down the 3 key messages)

1 .....	4 .....
2 .....	5 .....
3 .....	

Name 5 benefits of utilising the **second personality characteristic** more effectively

1 .....	4 .....
2 .....	5 .....
3 .....	

Now name **5 actions** that would help you put this personality characteristic into practice and help you achieve your goal

1 .....	4 .....
2 .....	5 .....
3 .....	

Name 5 benefits of utilising the **third personality characteristic** more effectively

1 .....	4 .....
2 .....	5 .....
3 .....	

Now name **5 actions** that would help you put this personality characteristic into practice and help you achieve your goal

1 .....	4 .....
2 .....	5 .....
3 .....	

Now pick the **ONE** action from each of the three personality characteristics that you believe will bring you the biggest value in achieving your personal goals. To help hold yourself accountable, make sure you have a SMART goal for **each** action.

- S** Specific
- M** Measureable
- A** Achievable, with reasonable effort
- R** Results focused, not activity oriented
- T** Time bound, when will I do it by?

<p>Action One:</p> <p>-----</p> <p>Key Benefit:</p> <p>-----</p>
<p>Action Two:</p> <p>-----</p> <p>Key Benefit:</p> <p>-----</p>
<p>Action Three:</p> <p>-----</p> <p>Key Benefit:</p> <p>-----</p>

## Additional Resources

Listed below are a few books that we think you might find useful in supporting your personal development. You can buy them online via Amazon or at most good bookshops:

- Who Moved my Cheese - Dr Spencer Johnson
- 7 Habits of Highly Effective People - Stephen Covey
- Go Put your Strengths to Work - Marcus Buckingham
- What Color is your Parachute? - Richard Nelson Bolles
- Personal Development All-In-One For Dummies - Rhena Branch
- The Personal Success Pocketbook - Paul Hayden