

# MYERS-BRIGGS TYPE INDICATOR<sup>®</sup> | STEP I<sup>™</sup> **PERSONAL IMPACT REPORT**

Prepared for

WILLIAM VERIFIED

February 8, 2016

Interpreted by Kevin Consultant ABC Consulting



CPP, Inc. | 800.624.1765 | www.cpp.com

Myers-Briggs Type Indicator<sup>®</sup> Step I<sup>®</sup> Personal Impact Report Copyright 2013, 2016 by Peter B. Myers and Katharine D. Myers. All rights reserved. Myers-Briggs Type Indicator, Myers-Briggs, MBTI, Step I, and the MBTI logo are trademarks or registered trademarks of The Myers & Briggs Foundation in the United States and other countries. The CPP logo is a trademark or registered trademark of CPP, Inc., in the United States and other countries.



# HOW YOUR REPORT IS ORGANIZED

Your Myers-Briggs® Personality Type	3
Your Work Style	4
Your Communication Style	6
Your Team Style	8
Your Decision-Making Style	10
Your Leadership Style	13
Your Conflict Style	15
How Stress Impacts You	17
Your Approach to Change	18

# **About Your Report**

Your MBTI<sup>®</sup> Personal Impact Report is designed to help you make use of your MBTI results so that you can better understand yourself and others and improve the interactions in your daily life and work.

The MBTI assessment is based on the work of Carl Jung and was developed by Isabel Briggs Myers and Katharine Briggs to identify 16 different personality types that help explain differences in how people take in information and make decisions about it. Your report will show you how your personality type is distinct from other types and how it influences the way you perceive, communicate, and interact.

# This Report Can Help You

- Improve communication and teamwork as you gain awareness of the personality differences you see in others
- Work more effectively with those who may approach problems and decisions very differently than you do
- Navigate your work and personal relationships with more insight and effectiveness
- Understand your preferences for learning and work environments and the activities and work you most enjoy doing
- More successfully manage the everyday conflicts and stresses that work and life may bring

As you read your report, bear in mind that personality type is a nonjudgmental system that looks at the strengths and gifts of individuals. All preferences and personality types are equally valuable and useful. Based on decades of research and development, the MBTI assessment is the world's most widely and universally used tool for understanding normal, healthy personality differences among people everywhere, opening up opportunities for growth and development.





# Your Myers-Briggs® Personality Type

The guestions on the MBTI assessment are designed to show which preference in each of the four pairs of opposites you favor. The type you identified as fitting you best is shown below.

> Your best-fit Myers-Briggs personality type **ESFP** Your preferences Extraversion | Sensing | Feeling | Perceiving

# THE WAY YOU DIRECT AND RECEIVE ENERGY



# Introversion

People who prefer Introversion tend to direct their energy toward their inner world and get energized by reflecting on their ideas and experiences.

# THE WAY YOU TAKE IN INFORMATION



### Intuition

People who prefer Intuition tend to take in information by seeing the big picture. They focus mainly on the patterns and interrelationships they perceive.

# Sensing

Thinking

the primary goals.

Extraversion

People who prefer Sensing tend to take in information that is real and tangible. They focus mainly on what they perceive using the five senses.

People who prefer Thinking typically base

their decisions and conclusions on logic,

with accuracy and objective truth

People who prefer Extraversion tend to

direct their energy toward the outside

people and taking action.

world and get energized by interacting with

# THE WAY YOU DECIDE AND COME TO CONCLUSIONS



### Feeling

People who prefer Feeling typically base their decisions and conclusions on personal and social values, with understanding and harmony the primary goals.

# THE WAY YOU APPROACH THE OUTSIDE WORLD



# Perceiving

People who prefer Perceiving typically look for more information before coming to conclusions and take a spontaneous, flexible approach to the world.

### Judging

People who prefer Judging typically come to conclusions quickly and want to move on, and take an organized, planned approach to the world.







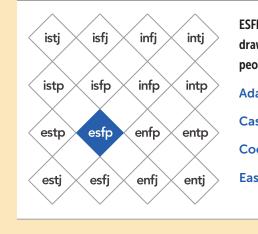


# Your Work Style

The descriptions presented below for your type relate to your work preferences and behaviors.

When reviewing this information, keep in mind that the MBTI assessment identifies preferences, not abilities or skills. There are no "good" or "bad" types for any role in an organization. Each person has something to offer and learn that enhances his or her contribution.

# **ESFP WORK STYLE HIGHLIGHTS**



ESFPs are friendly, outgoing, fun-loving, and likable individuals who are naturally drawn toward others. They like working in groups with other lively, fast-paced people, and they enjoy offering alternatives based on common sense.

Adaptable	Enthusiastic	Practical
Casual	Friendly	Sociable
Cooperative	Outgoing	Talkative
Easygoing	Playful	Tolerant

# **Contributions to the Organization**

- Bring energy, enthusiasm, and a spirit of cooperation
- Present a positive image of the organization
- Offer action, excitement, and fun
- Link people, information, and resources
- Accept and deal with others as they are, even treating them generously

# **Problem-Solving Approach**

- Want to make a realistic and concrete assessment of the situation, especially about people
- May need to add objectivity and a long-range vision of what else might be for optimal results



# **Preferred Work Environments**

- Contain energetic and easygoing people focused on present realities
- Are lively and action oriented
- Foster a fast pace
- Include people who are adaptable and spontaneous
- Emphasize being harmonious, friendly, and appreciative
- Are upbeat and social
- Look attractive and colorful

# **Preferred Learning Style**

- Interactive, with ample time to talk through new information
- Practical, with content you can experiment with and use

# **Potential Pitfalls**

- Overemphasizing subjective data in an effort to maintain harmony
- Jumping into things without first reflecting on what is at hand
- Spending too much time socializing and neglect tasks
- Not always finishing what you start

# Suggestions for Developing Your Work Style

- May need to include logical implications in your decision making in order to depersonalize conflict
- May need to plan ahead when managing work
- May need to balance task and socializing time
- May need to work on project and time management skills





# Your Communication Style

# The information presented below for your type relates to how you generally tend to communicate.

It is designed to help raise your awareness of your natural communication style and its impact on others so that you can develop strategies for communicating more effectively in your business and personal interactions.

# **Communication Highlights**

- Are friendly, outgoing, tactful, positive, energetic, collaborative, and dynamic
- Are kind, considerate, and quick to offer assistance to others
- Observe and tune in to people's needs and feelings; are able to develop rapport
- Are a thoughtful, realistic troubleshooter who takes action to help people
- Live in and experience the moment with a lighthearted, optimistic attitude

# **At First Glance**

- Adopt an easygoing, tolerant, pleasure-loving, casual approach
- Are observant of, interested in, and in tune with people and their immediate needs
- Consider practical options to solve immediate problems; use common sense
- Are highly sociable and active; enjoy meeting and developing rapport with people
- Flexibly meet others' needs without getting caught up in rules and procedures

# What You Want to Hear

- Support and encouragement that shows an interest in what you are doing
- Minimal direction; rules and structure limit your ability to resourcefully improvise
- Practical information enabling you to take immediate action with a minimum of discussion and planning
- Relevant and interesting personal stories and experiences
- Options for doing things together collaboratively

# When Expressing Yourself

- Want to laugh and have fun; love distractions and diversions
- Help others come to consensus through cooperation, negotiation, and compromise
- Will get people up and moving; would rather act than talk
- Enjoy shared activities and experiences that build strong connections
- Engage in conversations easily; may spend too much time socializing



# **Giving and Receiving Feedback**

- Generously offer positive feedback and compliment others
- Express appreciation with tangible rewards such as gifts or offers of help
- Can take criticism personally
- Will disengage from a conversation if it becomes too logical or critical
- Give more positive than corrective feedback; may avoid giving corrective feedback

Potential Blind Spots	Suggested Remedies
Others may misunderstand your desire to be in a fun and adaptable work environment.	Accommodate others by making concrete goals and plans and then sticking to them. By attending to project completion, you will be able to enhance your contribution and gain supporters.
Although you may enjoy many and varied interactions, others may not.	Respect people's need for quiet time alone to reflect and regroup.
When you act quickly without a lot of explaining it may come across as disrespectful and a challenge to rules and authority.	Help others understand the practical and flexible side of problem solving. Curb any tendency to take a maverick approach.
You seek interaction and may interrupt others' work.	Some people can be disconcerted when their concentration is disrupted. Make an appointment or ask if it's a good time to discuss something.
Your casual, fun approach may be frustrating to others when they are seeking a serious discussion.	Try not to deflect or avoid interactions that involve serious matters. Focus on the long term instead of on immediate gratification.
Your desire for harmony may leave you feeling that it's best to avoid dealing with unpleasant ongoing interpersonal conflicts.	Collaborate with others to address concerns. Be willing to deal with causes of problems to resolve more complex issues.
You may feel hurt when others give you feedback that is meant to be constructive.	Develop objectivity and take time to hear and understand the feedback. Be careful not to interpret feedback as personal criticism.

# Suggestions for Developing Your Communication Style

- Determine which of the blind spots above describe your behavior when communicating or interacting at work.
- Ask yourself whether any of these behaviors are hindering your performance. If yes, try the suggested remedies and ask someone you trust for feedback to chart your progress.





# Your Team Style

Your MBTI results can help you better understand how you tend to work on a team and improve the quality of your team interactions.

Use this information to gain insight into your strengths as a team member, your potential challenges, and how you might enhance your contributions to teams in various areas of your work and life.

# Your Team Member Strengths

- Considering the impact of team decisions on team members and others
- Finding ways to agree with others
- Making sure all relevant facts have been identified and presented
- Making decisions based on personal values
- Reminding team members of common values
- Being sensitive to others' needs
- Adding a sense of humor to team meetings
- Demonstrating that work can be fun
- Negotiating win-win solutions
- Seeing other people's viewpoints
- Being flexible and spontaneous in responding to problems
- Bringing common sense and a realistic, practical approach to problem solving

# Suggestions for Developing Your Team Contributions

- Determine which of these behaviors describe you and consider how they are working for you. How might you use those behaviors to help in a team context?
- Highlight in the list above those behaviors you use when on a team. Are any of your natural strengths not being brought to the team?
- Consider how your strengths can help the teams you serve on achieve their objective.



Potential Blind Spots	Suggested Remedies
May engage in crisis management that treats symptoms but neglects the causes of problems	Analyze the problem to identify its cause so that you don't just treat the symptoms
May get distracted from the task by socializing excessively	Set aside a regular time for socializing or informal networking so that you can look forward to it
May focus only on the immediate problem and neglect long- range issues	Think about how current problems and decisions might affect what the team does one to three years in the future
May jump into action prematurely	Ask team members if there is anything more that needs to be considered before taking action
May not develop a plan for how goals are to be accomplished	Realize that some members of your team may need a plan first; give them at least a rough outline of what steps you will take
May not think through the logical consequences of decisions	Make a list of the pros and cons of <i>all</i> the alternatives and develop best- and worst-case scenarios

# Additional Suggestions for Developing Your Team Contributions

- Determine which of the blind spots in the chart describe your behavior when working as part of a team.
- Ask yourself whether any of these behaviors are hindering team performance. If yes, try the suggested remedies and ask a team member you trust for feedback to chart your progress.



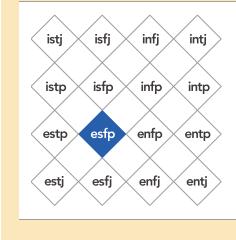


# Your Decision-Making Style

The information below is intended to help you see the impact of your personality preferences on your decision-making style.

It is important to remember that all personality types and decision-making styles are equally valuable and that no one type can be characterized as the best decision maker. Use this information to learn about and appreciate your natural style and acquire strategies to make both your individual and group decision making more successful and comprehensive.

# ESFP DECISION-MAKING STYLE HIGHLIGHTS



Friendly, outgoing, and enthusiastic, ESFPs work well when they can use their vitality and humor to make things happen. They make collaborative efforts enjoyable by applying common sense and a flexible and spontaneous approach to meeting challenges. They like to use their warmth and generosity to help people. During decision making ESFPs typically want to know, "What is the most enjoyable choice?"\*

# Your Decision-Making Strengths

- Examining what is already working in order to change only those things that need changing
- Seeking input from people who have provided good advice in the past
- Considering a variety of data sources in an open-minded and flexible manner
- Proposing options that would directly and immediately benefit people
- Crafting decisions that are grounded in common sense
- Assessing quickly and accurately what is enjoyable, easy, and fun
- Getting going with implementation in an upbeat, no-nonsense manner
- Attending to the practical needs of others with care and warmth
- Appreciating everyone's contribution and celebrating what went well
- Zeroing in on what happened and how it can be applied in similar situations



# **Potential Challenges During Decision Making**

- Focusing too much on what is simple or expedient, overlooking long-range implications
- Failing to consider your own thoughts and feelings before adopting others' opinions
- Getting off track, becoming distracted by each new piece of information
- Focusing on options that protect harmony at the expense of the truth
- Shying away from decision options that seem complicated or challenging
- Rushing to select decision options in order to move to action
- Overlooking quiet, subtle, or nuanced resistance
- Failing to see the logical consequences of actions
- Avoiding reflecting on sad, confusing, or difficult circumstances
- Failing to use or trust your insights about what occurred

### Suggestions for Developing Your Decision-Making Style

- Recognize that careful preparation may save time and result in superior outcomes
- · Remember to look inside for answers as well as seek the counsel of others
- Revisit the core issue to ensure that brainstorming is focused
- Recognize that a candid appraisal of difficulties may make things better for people in the long term
- Realize that what seems difficult to evaluate may yield valuable information
- Understand that careful effort now may allow more time later for pleasurable pursuits
- Take time to listen carefully to ensure everyone's satisfaction and cooperation
- Keep in mind that any plan of action should take into account the costs as well as the benefits
- Remember that reviewing what is hurtful may provide insights on how to avoid further pain
- · Realize that following inspiration can lead to exciting and worthwhile experiences



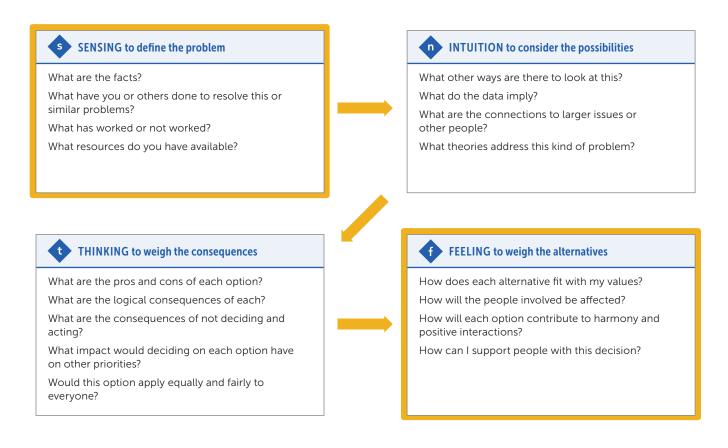
# **Enhancing Your Decision-Making Capability**

Understanding and applying personality type concepts can help you make better decisions. Sound decisions use both kinds of perception—Sensing and Intuition—in order to gather all useful information and both kinds of judgment— Thinking and Feeling—to ensure that all factors have been weighed. Because we naturally prefer one particular kind of perception and one kind of judgment, we are likely to focus on our preferred ways and overlook the positive contributions of our nonpreferred ways.

Isabel Briggs Myers believed that the best way to make a decision is to use all four of these preferences deliberately and in a specific order. This decision-making sequence is shown below.

- **#1** Use **Sensing** to define the problem
- #2 Use Intuition to consider all the possibilities
- **#3** Use **Thinking** to weigh the consequences of each course of action
- #4 Use Feeling to weigh the alternatives

Your preferences are highlighted in the graphic. Follow the steps, noting the important questions to ask at each stage. After completing the process, you should be able to make and act on a final decision. At an appropriate point after implementation, be sure to evaluate the results by reviewing your consideration of the facts, possibilities, impacts, and consequences.







# Your Leadership Style

The type information below is designed to help you see the impact of your personality preferences on your leadership style.

Assets and challenges characteristic of your MBTI type are presented, as well as suggestions you can use to stretch your development.

### SETTING DIRECTION

### Assets

Generating options that will benefit individuals; favoring choices that resonate with your values

Being quick to see "what is" and what's needed next

Being comfortable operating spontaneously in fast-paced, energetic environments

Seeking straightforward, practical solutions

### Challenges

Avoiding visioning and strategic planning, finding these activities to be draining

Focusing on quick, practical solutions, sometimes overlooking root causes

Getting easily distracted by new data, slowing the decisionmaking process

Feeling discomfort with conflicting views, making it hard to pick a direction that displeases others

# **INSPIRING OTHERS TO FOLLOW**

Assets	Challenges
Having a friendly, outgoing style and an optimistic outlook, creating rapport and inspiring followers	Having a fun-loving style that is not effective with everyone; must cultivate a way to engage the more serious people, too
Seeking and valuing input from others and using input to reach consensus	Being drawn to people who are outgoing, thereby risking undervaluing or overlooking quieter people
Easily understanding others' needs	Losing interest in and trying to avoid the mundane or repetitive
Cultivating long-term relationships that contribute to your	activities of an organization
advancement	Being critical of those who rely on their intuition

### Μ LIZING ACCOMPLISHMENT

Assets	Challenges
Knowing how to replicate success by recognizing and repeating a good process	Having underdeveloped organizational skills, meaning resources are not marshaled and execution suffers
Stimulating others to take action	Missing important deadlines because you are too flexible and lose focus on the critical path
Being hands-on and spontaneous and enjoying coaching others to success	Being seen sometimes as playing favorites when evaluating performance and providing opportunities to others
Rewarding and celebrating the completion of milestone tasks to keep the team motivated	Being not very self-reflective, which may make you unreceptive to feedback from others



# Suggestions for Developing Your Leadership Style

- Strategic decision making. Discover how to focus less on the present in your decision making and instead look more overtly at the long-term, logical consequences of the options.
- **Clarification of values.** Take time to reflect deeply on your values and goals. Knowing what matters most to you and slowing down momentarily to ask yourself about the pros and cons of a choice will help improve the decisions you make under stress.



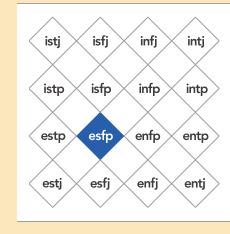


# Your Conflict Style

Your MBTI results shed light on how you typically approach and deal with conflict.

Incorporating type awareness and an understanding of your natural style can help you be better prepared to more effectively and sensitively approach, communicate during, and resolve conflict situations.

# **ESFP CONFLICT STYLE HIGHLIGHTS**



ESFPs typically view conflict as a natural, albeit at times unwelcome, part of life. It is important to them that everyone be listened to and included in the exploration of conflict. While they naturally tend to find enjoyment wherever they go, they can be drawn into conflict if a core value has been transgressed or if it involves someone they care about.

# Your Strengths in Managing Conflict

- Maintaining your joie de vivre in most situations
- Comfortably taking on the role of peacemaker, being lighthearted when appropriate and encouraging others to overcome their differences
- Living in the present, which ensures that you pay attention to how people are doing at all times and allows you to accept others, flaws and all

# What You Need from Others

- Freedom to live life to the fullest; acceptance of your positive demeanor even when things look gloomy
- A safe environment in which people are not judged for what they might say and no one is overly aggressive
- Permission to bend (or, more likely, forgiveness for bending) the rules a little



# How Others Tend to See You

- Generally exuberant in how you lead your life and caring and understanding in your dealings with others
- At times impulsive and impatient, not planning ahead; this can lead to the perception that you shun difficult situations for more exciting options
- When you are under stress: hyperactive, talking too much, and jumping from one thing to the next; blunt and uncharacteristically allowing all options to be seen as negative

# Suggestions for Developing Your Conflict Style

- Be careful when using humor, which others may regard as flippant and disrespectful
- Be wary of unintentionally aggravating the situation by jumping in hastily and then saying something inappropriate
- Be prepared to sometimes take a stern stance to move things along
- Understand that your trial-and-error approach may be seen by some as a lack of preparation and by others as an indication that they can easily outmaneuver you





# **How Stress Impacts You**

Use the information below to learn about how your MBTI preferences impact how you tend to experience and react to stress.

This understanding can support your ability to manage productively and effectively the stresses that come with everyday work and life.

# **Stressors**

- Being forced to make commitments that close off options
- Being asked about future plans
- Getting confusing instructions, not knowing what is expected
- Dealing with overwhelming demands, deadlines
- Being in rigid, rule-bound environments that allow no freedom of choice
- · Coping with conflicts, threats to important relationships
- Dealing with concerns about other people's welfare

# **Signs of Stress**

- Reading between the lines, seeing connections among random, trivial events
- Being overwhelmed by confusing, unfamiliar thoughts and ideas
- Feeling trapped, imagining never-ending doom and gloom
- Feeling nervous and anxious, expecting the worst
- Behaving in a snappy, angry, intolerant, abrupt manner
- · Becoming hypersensitive, getting your feelings hurt easily
- Becoming quiet, introspective; withdrawing, wanting to be left alone

# **MANAGING STRESS**

Best ways to manage your stress	Worst ways for you to respond to stress
Get away from the stressful situation	Cut yourself off from people, withdraw even further
Do something enjoyable and distracting, focus on something pleasant	Resolve to become more like other people, such as by making long-range plans, not living in the moment, and doing routine
Ask for help and support from many people	activities
Use positive self-talk	Avoid asking for help for fear you'll be judged inadequate
Talk to a rational friend about it to get grounded	Engage in negative self-talk, stay stuck in your mood, convinced that all is hopeless
Ask someone to help you make contingency plans in case your worst fears are realized	Judge yourself harshly for not coping the way you think others would cope
Let enough time pass for the stress to go away on its own	would cope





# Your Approach to Change

The charts below help you more fully understand the impact of your MBTI type on how you tend to react and respond during times of change and transition.

Awareness of needs, typical reactions, and contributions can help you develop the resiliency and flexibility needed to feel and be more effective as you both experience and manage change.

# IN TIMES OF CHANGE

# Needs during changeReactions when needs are not metTo get movingGet caught up in the present, can lose perspectiveTo be involved and get others involvedAvoid responsibility and rulesAn opportunity to enjoy the process and add your enthusiasmInvolve others in unproductive activities, may create turmoilChances to talk, to tell others about your experience and ideasTalk a lotAppreciation for bringing humor and funTalk a lot

# WHEN DEALING WITH LOSSES

Contribute by	Have difficulty with
Accepting changes willingly	Dealing with consequences, especially negative ones
Taking care of others	Loss of relationships
Accepting and including new people	Seeing the big picture that may explain the losses
Talking about and processing what is happening	The negative impacts on people
Initiating celebrations	

# **DURING THE TRANSITION PERIOD**

Typical reactions	Tend to focus on
Lack direction, uncertain about where things are going	Gathering information
Impatient, want to move on	Getting people together, moving everyone along
Want to know, "what is the end product, specifically?"	Tending to immediate projects you can do step-by-step
Frustrated by inaction, spinning wheels	Talking, processing information and decisions

### **DURING THE START-UP PHASE**

Obstacles to starting	Contribute by
Not having enough experience and information	Including everyone
Being expected to have everything carefully planned out	Energizing others
Dealing with people's negative feelings, people who are feeling	Making work fun
stuck	Adapting to midcourse changes in the plans
Learning new technical requirements	Celebrating
Having to go at a slow pace—you want to speed it up!	Verbalizing and processing what's happening



This MBTI report was selected for you by your experienced MBTI practitioner to help guide your continued development and promote your personal and professional success.

The report was derived from the following sources:

*Introduction to Myers-Briggs Type*<sup>®</sup> (7th ed.) by Isabel Briggs Myers. Copyright 1998, 2015 Peter B. Myers and Katharine D. Myers. All rights reserved.

Introduction to Myers-Briggs<sup>®</sup> Type and Leadership (2nd ed.) by Sharon Lebovitz Richmond. Copyright 2008, 2016 CPP, Inc. All rights reserved.

*Introduction to Myers-Briggs Type® in Organizations* (4th ed.) by Sandra Krebs Hirsh and Jean M. Kummerow. Copyright 1998, 2016 CPP, Inc. All rights reserved.

*Introduction to Type® and Change* by Nancy J. Barger and Linda K. Kirby. Copyright 2004 CPP, Inc. All rights reserved.

MBTI<sup>®</sup> Conflict Style Report developed by Damian Killen and Danica Murphy. Copyright 2003, 2011 Peter B. Myers and Katharine D. Myers. All rights reserved.

MBTI<sup>®</sup> Decision-Making Style Report developed by Katherine W. Hirsh and Elizabeth Hirsh. Copyright 2007, 2010 Peter B. Myers and Katharine D. Myers. All rights reserved.

MBTI<sup>®</sup> Step I<sup>™</sup> Communication Style Report developed by Donna Dunning. Copyright 2003, 2009, 2016 CPP, Inc. All rights reserved.

MBTI<sup>®</sup> Step I<sup>™</sup> Interpretive Report.

Copyright 1988, 1998, 2005, 2015 Peter B. Myers and Katharine D. Myers. All rights reserved.

MBTI<sup>®</sup> Step I<sup>™</sup> Interpretive Report for Organizations developed by Sandra Krebs Hirsh and Jean M. Kummerow. Copyright 1990, 1998, 2005, 2015 Peter B. Myers and Katharine D. Myers. All rights reserved.

MBTI® Stress Management Report developed by Naomi L. Quenk. Copyright 2011 Peter B. Myers and Katharine D. Myers. All rights reserved.

MBTI® Team Report developed by Allen L. Hammer. Copyright 1994, 1998, 2004, 2009 Peter B. Myers and Katharine D. Myers. All rights reserved.

These in-depth reports and resources are available through your practitioner.

For more information about the Myers-Briggs® assessment and available reports, please visit www.cpp.com.