



***Confidential
Individual Report***

for

Sally Sample

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A Message to Sally Sample

Behavioral science has proven that the most successful people are those who know themselves, both their strengths and weaknesses. This knowledge is important to them as they develop the strategies necessary to meet the demands and challenges of achieving success.

The purpose of this report is to help you to identify and make full use of your strengths, and to help you develop an awareness of any areas that could be limiting your effectiveness. The goal of this report is to help you to achieve greater success for yourself.

The report gives you a Profile of the Total Person

- **Thinking Style** – Learning index, Verbal Skill, Verbal Reasoning, Numerical Ability, and Numeric Reasoning.
- **Behavioral Traits** – Energy Level, Assertiveness, Sociability, Manageability, Attitude, Decisiveness, Accommodating, Independence, and Objective Judgment.
- **Interests** – Enterprising, Financial/Administrative, People Service, Creative, Technical, and Mechanical.

The information in your report can be useful in planning a self improvement program for your professional development and personal growth.

A Profile of the Total Person

Thinking Style

Learning Index (An index of expected learning, reasoning and problem solving potential.)

- o You are generally adaptive in the intellectual sense.
- o Overall, you can be expected to complete a new training program with at least adequate success.
- o Your overall learning capacity is good; you should demonstrate an adequate understanding of the requirements of a new job.
- o Upon completing a new training program, you appear capable of picking up new concepts without direct support.

Verbal Skill (A measure of verbal skill through vocabulary.)

- o You should be capable of learning to apply basic communication principles to new, more complex problems as necessary.
- o You demonstrate a level of verbal skill equivalent to most people in the general population.
- o You should be able to grasp everyday communication principles that apply to the job.
- o You are comfortable analyzing basic written and verbal information.

Verbal Reasoning (Using words as a basis in reasoning and problem solving.)

- o Complex oral or written directions may sometimes present a challenge for you.
- o You probably prefer to take more time and strive for exactness when it comes to verbal information.
- o You may not always express thoughts and ideas as effectively as you would like.
- o On occasion, you may want more time to assimilate new information of a verbal nature.

Numerical Ability (A measure of numeric calculation ability.)

- Your analysis of business-related numbers should be sharp and on target.
- You are quick in mentally determining correct mathematical solutions to problems.
- You excel in a job that requires the accurate application of mathematical procedures in order to make correct decisions.
- You are capable of precise numerical accounting even under the pressure of strict time constraints.

Numeric Reasoning (Using numbers as a basis in reasoning and problem solving.)

- You should effectively solve numerical problems and mathematical applications.
- You likely have little difficulty in assimilating new information of a numerical nature.
- You rapidly grasp numerical information.
- You are certainly adaptive when handling complex numerical decisions.

Behavioral Traits

Energy Level (Tendency to display endurance and capacity for a fast pace.)

- Your work pace is compatible with average performance and consistent results.
- Your typical work pace should be consistently productive.
- You can be relied on to complete assignments in a timely manner.
- You can act with a sense of urgency, even under pressure.

Assertiveness (Tendency to take charge of people and situations. Leads more than follows.)

- o You tend to prefer solutions that are not risky and that have been proven to be effective in the past.
- o You tend to be a good listener, to be more comfortable as a participant in a group rather than the leader.
- o You are careful in asserting yourself, tending to be more of a follower than a leader.
- o You sometimes need to be in charge and to be the leader, but not in all situations.

Sociability (Tendency to be outgoing, people-oriented and participate with others.)

- o You prefer democratic supervision, in which two-way dialogue is encouraged.
- o You are generally inclined to promote the benefits of teamwork and to involve the team in the discussion of how things will be done.
- o You prefer to foster good relations across departments, maintain friendly contact and keep up with the issues of common concern.
- o You are moderately inclined to be sociable. You tend to be aware of the necessity for keeping lines of communication open.

Manageability (Tendency to follow policies, accept external controls and supervision and work within the rules.)

- o Your attitude is typical of most people regarding authority and rules, with a generally cooperative interpersonal style.
- o You have a generally accommodating interpersonal style. You can usually work cooperatively with others.
- o You relate to most directives in a generally cooperative and accommodating manner, but may resent high-pressure leadership.
- o You relate to authority in a cooperative manner in most routine situations; however, occasionally you may express a need for more personal freedom.

Attitude (Tendency to have a positive attitude regarding people and outcomes.)

- o You have a highly positive attitude concerning risk, change and unexpected challenges.
- o You express a positive attitude regarding supervision and external controls.
- o Your attitude is highly compatible with confronting interpersonal problems and frustrations.
- o You demonstrate a highly positive attitude regarding changes in policies and procedures.

Decisiveness (Uses available information to make decisions quickly.)

- o You are capable of responding to an emergency and of solving problems in a timely manner.
- o You are not inclined to delay important decisions.
- o You stand firm on some decisions and may not be inclined to back down once a decision is made, unless under pressure.
- o You are typically decisive and effective in positions that require timely results.

Accommodating (Tendency to be friendly, cooperative, agreeable. To be a team person.)

- o For the most part, you tend to be agreeable, cooperative, good-natured, and fairly easy to please.
- o You do not back away from important arguments, disagreements and/or conflict.
- o Potentially, you can become defensive whenever someone tries to take advantage of you.
- o You tend to use a positive, informal approach and generally demonstrate a willingness to listen.

Independence (Tendency to be self-reliant, self-directed, to take independent action and make own decisions.)

- o You are willing to function in a coordinated, interrelated way, wanting to participate in group decision-making.
- o You are comfortable with the normal restraints of organizational life.
- o You generally prefer to follow established procedures.
- o You are usually satisfied with the status quo and are comfortable working within the system.

Objective Judgment (The ability to think clearly and be objective in decision-making.)

- o Your judgment has a strong tendency to become subjective when pressured.
- o Your thinking can be effective but you need to be aware of how personal biases and opinions might replace sound judgment.
- o You may prefer to pass critical, independent decision-making responsibilities onto others.
- o You have a tendency to be a subjective thinker, to emphasize personal opinions more than factual data.

Occupational Interests

You scored highest in the Creative, Enterprising and People Service themes on the inventory. You are attracted to positions in which you can use your creative side in a business environment that allows for a high degree of contact with people. You appear to be drawn toward opportunities to solve problems in an innovative way. The chance to serve the needs of customers and the public in general also relates to this interest pattern.