

Self-Assessment

(See pages 24-25 in *People Styles at Work – and Beyond* if you need further instruction.)

Assertiveness

Body

- leans backward L R leans forward
- makes intermittent eye contact L R makes sustained eye contact
- gestures less forcefully L R makes forceful gestures

Voice

- speaks slowly L R speaks quickly
- speaks softly L R speaks loudly or intensely
- pauses frequently L R pauses rarely

Content

- states opinions carefully L R states opinions strongly
- exerts less pressure for action L R exerts more pressure for action
- asks when delegating L R tells when delegating

Totals:

L	R

L + A	R + A
L + B	R + B

Responsiveness

Body

- shows little facial expression A
- shows more facial expression B
- uses few gestures A
- “talks with hands” B
- sits and stand straight A
- relaxes posture and body B

Voice

- speaks with less inflection A
- speaks with more inflection B
- speaks with consistent volume A
- speaks with varied volume B

Content

- refers less to feelings A
- refers more to feelings B
- uses facts and logic as rationale A
- uses opinions/people as rationale B
- speaks precisely re: time, data A
- speaks casually re: time, data B
- limits small talk and stories A
- makes small talk, tell stories B

Totals:

A	
B	