

WorkStyle Patterns® (WSP<sup>TM</sup>) Inventory Full Report Austin Kahn

## **WSPTM Inventory Report**

**Full Report For:** 

Austin Kahn July 4, 2018



This Report is your personal review. Its purpose is to help you to discover and use information gained from your Preferred and Position Actual WSP<sup>TM</sup> WorkStyle Profiles. The information will also help you address the question of:

How do I contribute in this ever-evolving world of work?





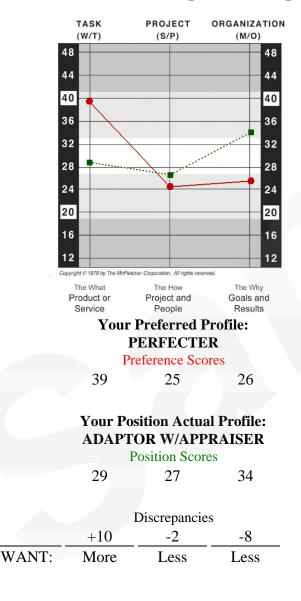




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### Your WSP<sup>TM</sup> Preferred and Position Actual Profile Overview

Here are your results displayed for you on your WSP<sup>TM</sup> Graph: Preferred and Position Actual Profile Names, Scores and Discrepancies. Discrepancies are the difference between your Preferred and Position Actual Profile scores – your alignment "WorkStyle Fit" or misalignment "WorkStyle Stress."



### Your WSP<sup>TM</sup> Comparison Graph

WorkStyle Alignment is when the WorkStyle required to perform work activities align with the WorkStyle you prefer. The closer the match, the more benefits for both you and for your work. The WSP<sup>TM</sup> Inventory determines both the WANT – *how you prefer to work*– and IS – *how you are currently working*.

**WANT** Your WSP<sup>TM</sup> Preferred Profile is derived from your responses to the assessment statements in the WSP<sup>TM</sup> Inventory and reflects how you like to contribute through your work - for problem solving, accountability, work communication, pride and more. It can help you find the types of work that give you the greatest satisfaction.

### **IS** Your WSP<sup>TM</sup> Position Actual Profile is

derived from your responses to the assessment statements in the WSP<sup>TM</sup> Inventory of how you perceive yourself actually working. This Profile contains valuable insights about how your work environment needs you to work in terms of contributions - problem solving, accountability, communications, pride, and more. This can help you understand what is required in your work for the best work environment results.





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### WSP<sup>TM</sup> Orientations — Foundation for your WSP<sup>TM</sup> Graph, Score Sets and Profile Results

Four WorkStyle Orientations provide the conceptual foundation for the WorkStyle Patterns® (WSP<sup>TM</sup>) Inventory. These represent the thinking and communicating about work – how a person likes to "Talk the Talk."

WorkS	tyle Orientation Definitions —
[W/T]	Worker/TASK — identifies directly with the Product or Service; performs specific work activities — The WHAT of work to be performed through individual contribution. <i>Examples include:</i> writing reports, programming, creating designs, teaching, independently troubleshooting and meeting with customers face-to-face.
[S/P]	Supervisor/ <b>PROJECT</b> — identifies with the Project and its People; coordinates work activities — The <b>HOW</b> of work to be implemented for performance of others through sys- tems / coordination / interface.
	<i>Examples include:</i> scheduling activities, coaching and training others, monitoring systems and standards and communicating information.
[M/O]	initiates organizational activities — The WHY of work for performance of the work environment through influence / impact / outcomes.
	<b>Examples include:</b> assessing resources, establishing goals and results, influencing and making strategic decisions and assessing the work culture.
[ADAPTING]	ADAPTING — a combined Orientation that balances activities with all three W/T, S/P and M/O Orientations — The work to be performed simultaneously through own performance, imple- mentation for performance of others and influence for performance of the work environment.
	<i>Examples include:</i> performing individual work while assigning work for others and planning for work environment goals.
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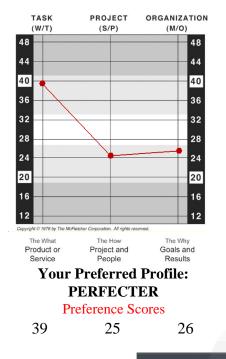




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### Your Preferred WSP<sup>TM</sup> Orientations



The WorkStyle Patterns® Inventory identifies how much a person prefers TASK, PROJECT and ORGANIZATION activities. Some people prefer a balance of all three, which is a fourth Orientation, ADAPTING.

The extent to which you would like to exercise activities in these four Orientations determines your Preferred WorkStyle Orientations. The extent to which you perceive your work requires each of these Orientations determines your Position Actual WorkStyle Orientations.



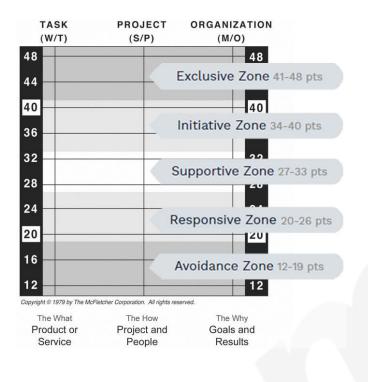
YOUR MOST PREFERRED WSP™ ORIENTATION		
YOU OFTEN:	W / TASK (W/T)	
FEEL REWARDED BY	Individual     accomplishments	
WANT MOST ACTIVITIES TO	Perform specific tasks	
WANT LEAST ACTIVITIES WITH	Work sharing	
CAN BE PATIENT WITH	Details and own     work corrections	
VALUE MOST OPPOR- TUNITIES FOR	Self-fulfillment	
MOST ENJOY WORK Environments With	<ul> <li>Stable work setting with defined work expectations</li> </ul>	
LEAST ENJOY WORK ENVIRONMENTS WITH	<ul> <li>Multiple directives with crisis requirements</li> <li>Inadequate tools to work with</li> </ul>	



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### Your WSP<sup>TM</sup> Preferred Scores and Zones



WSP<sup>TM</sup> scores and zones identify the degree to which you prefer to engage in TASK, PROJECT and ORGANIZATION work activities and the degree to which you are exercising these in the work you referenced when completing the WSP<sup>TM</sup> Inventory. If your scores are all or nearly equal such as 31, 30, 29, your score set is in the Supportive Zone, which is the ADAPTING Orientation.

An explanation of scores by the five zones is shown below. Refer to your WSP<sup>TM</sup> Graph for your scores and discover more about your most preferred Orientations.

# Scores and Zones

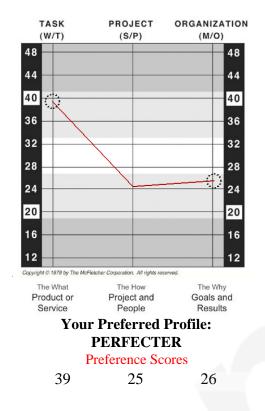
- Very High represents 41–48 points in the Exclusive Zone If you have a Preferred score in this zone, it indicates that it is a contribution that is very important to you.
- **High** represents 34–40 points in the Initiative Zone If your highest Preference score is in this zone, it indicates that you will focus here first but are likely to draw upon other Orientations as well.
- Medium represents 27–33 points in the Supportive Zone A score in this zone indicates that you have a Preference to support other Orientations as a back–up.
- Low represents 20–26 points in the Responsive Zone A score in this zone indicates that with this Orientation, you like to be available to respond but only as required.
- Very Low represents 12–19 points in the Avoidance Zone If you have a Preferred score in this zone, it indicates that you will most likely choose to avoid work activities of the score Orientation.





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### **WSP™** Orientation Point Spread Difference



The Orientation(s) with your highest score(s) represent your Preferred way of thinking about work. When communicating with others, you are likely to "Talk the Talk" from this perspective.

The degree to which you use your preferred way of thinking is indicated by the point spread between your highest and second highest score(s). This is your WorkStyle flexibility gauge.

### **Your Orientation Point Spread**

Your Orientation represents "*How you think about work*." The point spread between the TASK, PROJECT and ORGANIZATION scores on your WSP<sup>™</sup> graph reflects your most Preferred Orientation and degree of latitude among the Orientations.

# The point spread between your highest and second highest score is:

A 12 POINT OR GREATER DIFFERENCE. This indicates you prefer to use one Orientation exclusively and are not likely to utilize strengths from other Orientations. You will likely appear consistent with your thinking mode.

The Orientation to which you attributed your highest score represents your Preferred way of thinking about work. When communicating with others, you are most likely to think and talk from this perspective. The degree to which you prefer to rely upon this way of thinking is determined by the point spread difference between your highest and second highest score. In other words, it serves as your WorkStyle flexibility gauge.





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### **WSPTM Preferred Profile Description and Contributions**

#### YOUR PREFERRED WORKSTYLE PROFILE — DESCRIPTION

#### PERFECTER

#### – TO –

#### Master The Work

People who prefer the *PERFECTER* WorkStyle Profile like to identify strongly with the product or service and to serve as the vehicle for initiating as well as improving the work.

Those like you who prefer the PERFECTER WorkStyle Profile typically enjoy a narrow activity focus within which to apply and enhance one's own area of specialization and expertise. Those who prefer this WorkStyle also value being methodical and detailed to ensure accuracy. Because of this, you may perceive it is important to pace the requirements for a project, obtain a clear focus, learn the applications and limitations of current technology and then initiate new possibilities or applications.

Those offering the PERFECTER WorkStyle tend to respond more positively to specific work requirements and deadlines than to broad goals. Usually, it is only when the support of others is required in order to complete the current activity or project that those with this Profile want to integrate their work with others or consider wide-ranging work environment aims. Those with a PERFECTER Preference also have a minimal interest in coordinating and organizing the work of others. As a result, people like you with a PERFECTER approach to work may be viewed by others as self-sufficient with a tendency to exert a degree of control over own work activities and appear inflexible in using methods suggested by others.

Individuals preferring the PERFECTER WorkStyle contribute their best in work environments where both resources and support are provided for and coordinated by others. These conditions allow you to make incremental improvements in a specialized field while generating new applications.

#### **CONTRIBUTIONS PREFERRED TO OFFER WORK ENVIRONMENTS**

characteristics	precise, thorough, methodical and self-reliant
task orientation	"tell me the ultimate goal and its activity requirements and I will work autonomously to reach that goal"
work orientation	seeks and exercises control over entire assignment through self involvement of specialized expertise
responsibility	feels responsible for results connected to own involvement
accountability	assumes personal accountability for own contribution
problem solving	seeks to solve problems by using own knowledge to analyze specific details, to determine the "correct" answer
communication	offers precise oral or written information about subject areas in which the person is involved
area of expertise	applies knowledge and skills to develop greater competence
pride	takes pride in producing workable solutions when own skill and expertise are applied



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WorkStyle Alignment

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### **Comparing WSP<sup>TM</sup> Preferred with Position Actual Profiles Summary**

#### ORGANIZATION TASK PROJECT (M/O) (W/T) (S/P) 48 48 44 44 40 40 36 36 32 32 28 28 24 24 20 20 16 16 12 12 The What The How The Why Product or Project and Goals and Service People Results **Your Preferred Profile:** PERFECTER **Preference Scores** 39 25 26 **Your Position Actual Profile: ADAPTOR W/APPRAISER Position Scores** 29 27 34 Discrepancies +10-2 -8 WANT More Less Less

### Your WSP<sup>TM</sup> Comparison Graph

#### Your Preferred Profile: **PERFECTER** - to -**Master The Work**

People who prefer the PERFECTER WorkStyle Profile like to identify strongly with the product or service and to serve as the vehicle for initiating as well as improving the work. Those like you who prefer this WorkStyle Profile therefore typically enjoy a narrow activity focus within which to apply and enhance one's own area of specialization and expertise.

Individuals who prefer this WorkStyle Profile value being methodical and detailed to ensure accuracy. As a result, people like you with this PERFECTER approach to work may be viewed by others as self-sufficient with a tendency to exert a large degree of control over your own work activities.

#### Your Position Actual Profile: ADAPTOR W/APPRAISER - to -Respond To Situations Through Information

A position with the Profile of ADAPTOR with APPRAISER offers the opportunity to function in any of several roles, depending upon the circumstances. A person fulfilling a position with this Profile should be comfortable working with details and equally adept at understanding how the work fits into a larger context. The ADAPTOR w/APPRAISER WorkStyle Profile requires the ability to quickly accept change and often to be the first to recognize new opportunities within the work environment.

Positions requiring the ADAPTOR w/APPRAISER WorkStyle Profile need those in the position to provide information for both individual and group settings. Those performing this approach to work are expected to assume the lead in social or work group situations, often serving as a storehouse of facts, knowledge and information about relevant workrelated topics.





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### WSPTM Position Actual Profile Description and Contributions

#### YOUR POSITION ACTUAL WORKSTYLE PROFILE — DESCRIPTION

#### **ADAPTOR w/APPRAISER**

– TO –

#### **Respond To Situations Through Information**

A position with the Profile of *ADAPTOR with APPRAISER* offers the opportunity to function in any of several roles, depending upon the circumstances. A person fulfilling a position with this Profile should be comfortable working with details and equally adept at understanding how the work fits into a larger context. The ADAPTOR w/APPRAISER WorkStyle Profile requires the ability to quickly accept change and often to be the first to recognize new opportunities within the work environment.

Those performing the ADAPTOR w/APPRAISER WorkStyle Profile need to move across organizational lines in a networking capacity. Individuals in the position should grasp total concepts, quickly mobilize facts and figures, and then enlist the interest of others to utilize this information in response to changing situations. The ADAPTOR w/APPRAISER WorkStyle Profile requires a position holder to be comfortable and effective in group settings and sharing activities and assignments.

The ADAPTOR w/APPRAISER WorkStyle Profile requires versatility. Most positions with this Profile require that this versatility be in a response mode to the surroundings, being mobile from activity to activity and supporting the work of others. Some positions with this Profile, in fast-paced or entrepreneurial environments, require that this versatility be in a dynamic mode, being highly visible and using initiative while being mobile from activity.

Positions requiring the ADAPTOR w/APPRAISER WorkStyle Profile need those in the position to provide information for both individual and group settings. Those performing this approach to work are expected to assume the lead in social or work group situations, often serving as a storehouse of facts, knowledge and information about relevant work-related topics. This WorkStyle Profile can best be performed in a structured work environment where the gathering and organizing of information is necessary to respond to work environment needs.

#### CONTRIBUTIONS REQUIRED FOR THE WORK ENVIRONMENT

characteristics	be responsive, informative, inquisitive and procedural
task orientation	assume that decisions are only as good as the information upon which they are based
work orientation	organize information for self and others
responsibility	seek and offer information in a responsive manner within structured environments
accountability	provide methods for organizing and sharing of information
problem solving	seek to determine solutions through careful gathering of information, in either formal or informal settings
communication	seek sources of information and, as requested, supply the obtained information
area of expertise	access information for purposes of development and expansion of own knowledge and addressing of work envi- ronment issues
pride	take pride in being responsive to the need for work-related information within the immediate work environment

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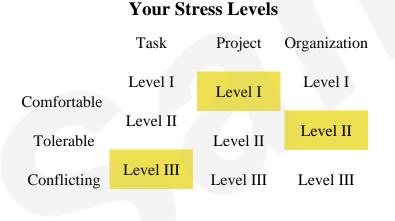
### Identifying Your WorkStyle Stress

WorkStyle Stress is very common in today's workplace. This represents a discrepancy between your PREFERRED WorkStyle and your POSITION ACTUAL WorkStyle that can produce various degrees of stress. This may be manifested in a variety of ways. Which of these four might you demonstrate at times? Typical Personal WorkStyle Stress responses include:

- Apathy and/or Low Productivity
- Irritability and Frequent Complaints
- Health Disorder or Illness
- Make Changes in the Work to Meet One's Own WSP<sup>TM</sup> Preference

Other forms of WorkStyle Stress can be observed. Which of these four might your work experience at times? Typical Work Environment WorkStyle Stress responses include:

- Misunderstandings of Work Expectations
- Product Quality and Customer Service Problems
- Missed Deadlines
- Higher Turnover



Stress Levels Discrepancy Chart

#### Level I

A 3 point or less difference – on each of all three Orientation axes Indicates a comfortable match

#### Level II

A 4 to 8 point difference – on any one Orientation axis Indicates a tolerable to uncomfortable difference

#### Level III

A 9 point or greater difference – on any one Orientation axis Indicates a conflicting difference



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### Identifying WorkStyle Stress continued...



### Personal WorkStyle Stress

When your Preferred scores are higher than your Position Actual scores, you will experience stress because you want to perform more activities of a specific kind than your work requires.

- > If you have the interest but not the skill, you will feel some degree of tension due to your desire to pursue your interest.
- If you have both the interest and the skill, you may meet the needs of the work environment but feel some discontent as you probably want to do the activities even when they are not required.

#### PRODUCTIVE RESPONSES FOR MAXIMIZING WSP<sup>™</sup> PREFERENCE - SELECTIONS

- 1. Establish outlets within the work environment to use and test my Preference. These outlets may include task assignments, special projects or committee involvements.
- 2. Establish outlets in which I can use and test my Preference outside the position or work environment. These include hobbies, home projects, teaching, or community or church activities.
- 3. Shift the use of my high Preference in order to better meet other needs of the work environment. After assessing my skills and position relistically, share some of my work activities, or seek resource advice and training.



### Work Environment WorkStyle Stress

When your Position Actual scores are higher than your Preferred scores, the work environment absorbs the stress because your work requires more activities of a specific kind than you are inclined to perform.

- > If you lack the interest but have the skill, your work environment will absorb stress because you will likely find yourself avoiding or underestimating the need for the activity requirements.
- > If you lack both the interest and the skill, your work environment will absorb stress because you may be unaware of the full extent of the Position Actual's requirements.

#### PRODUCTIVE RESPONSES FOR MEETING THE NEEDS OF MY WORK - SELECTIONS

- 1. Increase my skill/interest in low Preference areas through a mentor, training or special assignments.
- 2. Delegate, reassign or share my work activities with those who have a higher Preference.
- **3. Stretch my skills** in low-risk, low-visibility projects and activities. Take on small activities and have backup help for more complex activities.
- Align the position's activities closer to my Preference after receiving input and approval from my place of work.
- 5. Seek a different position which more closely matches my Preference.



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### WorkStyle Fit Analytics – Personalized Options to Explore

Work Alignment is all about fit! We know fit when we experience it – it just feels good. We know when we find the right sized clothes. It just feels right. It is the same with work – finding the type of work that fits us to do our best just feels good. The goal is finding work that best fits for you.



The WSP<sup>TM</sup> Database, with more than four decades of work-based research, provides comprehensive analytics for WorkStyle Alignment. It identifies significant patterns in how work is structured with WSP<sup>TM</sup> Inventory Profile results to maximize the alignment of people, positions, workplaces and global markets.

A special analytics feature matches your Preferred WSP<sup>TM</sup> Profile with workplace opportunities. A listing of options is in your WSP<sup>TM</sup> Inventory Results for you to explore and make selections. These have been identified and verified for each of the 29 WSP<sup>TM</sup> Profiles by:

- Types of work *Professions and Positions*
- Interfaces of work Professional, Support, Sales and Leadership roles
- Places of work Work Environments and Industries

Have fun with this! Review your Preferred Profile and make your selections in the WorkStyle Fit section of your WSP<sup>TM</sup> Inventory Results.





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### Take Action With WorkStyle Alignment Strategies

As you pursue your work plans and how to best achieve alignment, consider your WorkStyle Fit possibilities along with Action Strategy suggestions.



In your WSP<sup>TM</sup> Inventory Results there are four Action Strategy categories for you to explore and create your personal alignment plan.

They include "how to" actions for developing and contributing your WSP<sup>™</sup> Preference while also addressing the needs of the work. Explore these actions and determine those that will best support your work goals.

- EXPAND With My Preference
- STRETCH With My Position
- CONTRIBUTE Outside My Position
- STRATEGIZE For Change

Further maximize these strategies by reviewing and revisiting these sections in your WSP<sup>TM</sup> Inventory.

- WorkStyle Profiles
- WorkStyle Orientations
- WorkStyle Levels of Stress
- WorkStyle Fit

Your WorkStyle Fit and Take Action Strategies sections are available for you in your WSP<sup>TM</sup> Inventory Results to:

### Explore - Select - Plan - Act!





### **WSP<sup>TM</sup> Inventory and Full Report Completion**

Congratulations! You have completed your WSP<sup>TM</sup> Inventory Experience.

Two resource guides, WorkStyle Fit and Take Action Strategies, were referenced earlier in this report to further your WorkStyle Alignment discoveries and planning.

To access these resources or review your WSP™ Inventory Results, enter from www.WorkStyleAlignment.com as you did to complete your WSP<sup>TM</sup> Inventory and obtain this report. You will need your Access Code, Username and Password. Please take a minute and record your information to have available for on-going access. Your information will remain stored and confidential for your reference:



Have any suggestions or questions about your WSP<sup>TM</sup> Inventory experience or the practice of WorkStyle Alignment? Feel free to contact us through the Feedback section of this website.

We invite you to learn more about WorkStyle solutions, products or research results. There is a variety of information sources for your exploration at the website, www.WorkStyleAlignment.com.

We trust this has been a discovery for you – of how your WSP<sup>™</sup> Preferred WorkStyle Profile is a gift to render work of lasting value.

To more fully realize your WSP<sup>TM</sup> gift, acquire a deeper understanding of how you prefer to work by reviewing your WSP<sup>TM</sup> Profile description in detail. Read the text overview and the "Contributions Preferred to Offer Work Environments" section. Highlight words or phrases that most reflect how you prefer to work. Share both vour WSP<sup>TM</sup> Preference and Position Actual Profile descriptions with others who know you well for their confirmation and suggestions of how to best offer your WSP<sup>™</sup> gift.

Our wish is for you to continue discovering and contributing through WorkStyle Alignment – confirming your WorkStyle Fit!

May your work life be a blessing for you as you bless your places of work.

