SELECT

John Sample

30-October-2014

This report is a confidential summary of Mr. Sample's responses to the Work Personality Index ® (WPI). The WPI describes key features of Mr. Sample's personal style that influence his approach to tasks, ways of interacting with people, and performance at work. The Select Report contains a graphic summary of his results, along with interpretive notes describing the likely meaning of his scores. The narrative descriptions are based on research findings and inferences that personality assessment experts might make given his preferences. The descriptions of his personality and behavioural style are based on Sten scores.

The WPI Select Report focuses on those personal characteristics and tendencies that influence how an individual performs in work settings. The WPI measures 5 global personality characteristics and 21 primary traits that provide a comprehensive overview of an individual's work personality. Mr. Sample's results provide extensive information about his preferences, strengths, and weaknesses in work environments.

When interpreting Mr. Sample's results, it is important to remember that his scores are not good or bad, only more or less appropriate to certain types of work. For example, high scores on Ambition may be important for success in some occupations, but detrimental in other types of work. Therefore, Mr. Sample's results should be used to highlight his preferences and motivations and examine how they relate to more or less effective work performance.

The statements and results contained in this report should be treated confidentially. As the results are based on Mr. Sample's own view of his behaviour, the accuracy of the results depends upon both his honesty and self-awareness. Therefore, the results should be viewed as hypotheses to be validated with other sources of data such as interviews and other assessment results.

The shelf life of the information in this report is approximately 12-18 months. However, if Mr. Sample has undergone significant changes in his work roles, retesting should be considered.

The results on the WPI scales are presented as Sten Scores, which range from 1 to 10 with an average of 5.5. These scores compare the responses on the WPI items to those of a large sample of working adults. The number in the middle of the circle indicates the candidate's score on the scale. The range of scores is shown below.

1	2	3	4	5	6	7	8	9	10
LOW		LOW MID		MID		HIGH MID		HIGH	

Profile

Energy and Drive

4 Energy	**5** Ambition	**3** Leadership	**3** Social Confidence	**3** Persuasion
7 Initiative	**5** Flexibility	**5** Multi-Tasking		

Working with Others

1 Outgoing	**5** Teamwork	**1** Concern for Others	**2** Democratic

Work Style

5 Dependability	**7** Persistence	**3** Rule-Following	**8** Attention to Detail	**6** Planning

Problem Solving Style

5 Innovation	**9** Analytical Thinking

Dealing with Pressure and Stress

10 Self-Control	**10** Stress Tolerance

Special Scales

5 Managerial and Leadership Potential	**3** Sales Potential

Profile Validity

The candidate's responses to the questionnaire follow a typical pattern.

Energy and Drive

Energy

4 LOW MID

Reports a below average level of energy

Is most comfortable working at a steady pace

Finds demanding tasks draining

Prefers a steady and consistent approach to work, rather than a hectic and variable approach

Gets worn down when placed in demanding situations where many tasks need to be completed in a short period of time

Ambition

5 MID

Has an average level of ambition and drive

Will set goals and put in a committed effort; however, career success is not their only priority

Works best with a balance of difficult and straightforward tasks

Is moderately competitive and determined

Will focus on achieving career advancement at a moderate pace

Likely to set more achievable and less ambitious targets than individuals with higher scores on this scale

Leadership

3 LOW MID

Tends to avoid positions of authority and is unlikely to take charge of people or tasks

Dislikes telling people what to do, and is happier letting others assume the leadership role

When placed in charge, will not exert much pressure on people

Leadership style will be more collaborative than directive

Works most effectively in positions where others assume the leadership role

Comfortable operating in the background

Rarely tries to exert control and influence over things

Social Confidence

3 LOW MID

Reports a below average level of social-confidence

May be uncomfortable in social situations involving new people or large groups

Sometimes feels shy around others

Gets worn out having to meet a lot of new people

May feel awkward around strangers

Energy and Drive

Persuasion

3 LOW MID

Reports a below average level of Persuasion

Does not enjoy trying to influence people

Is not very comfortable engaging in negotiations or bargaining

May feel uncomfortable trying to change people's opinions or perspectives

Probably not attracted to sales positions

Initiative

7 HIGH MID

Proactive and willing to take initiative

Interested in new challenges

Enjoys taking on new responsibilities

Will likely be a self-starter who quickly capitalizes on opportunities

Comfortable starting projects with minimal help or guidance from others

Generally willing to take on tasks that are outside their typical work activities

Can become bored in positions that are overly predictable and do not allow for some personal initiative

Flexibility

5 MID

Has an average level of flexibility

Enjoys a balance of variety and routine at work

Values having some stability and predictability at work; prefers change that occurs at a slower pace

Unlikely to make changes for the sake of change, and would rather make minor adjustments only when it makes good sense to do so

Will be uncomfortablewith both frequent change and extensive routine

Multi-Tasking

5 MID

Reports an average level of multi-tasking

Feels effective when they have more than one task to complete but may feel overwhelmed when dealing with too many

Can work well when they have a number of tasks to complete

Sometimes enjoy being given a new task before finishing another, but will tend to prefer to complete the task at hand before starting another

Somewhat effective in juggling multiple demands

Outgoing

LOW 1

Prefers small groups and does not like meeting new people

Is thoughtful and reflective

Enjoys having frequent periods of alone time, and may be described as shy

Prefers to be with fewer people

Does not seek out social contact

When in groups, does not want to be the centre of attention

Works best in positions that require frequent independent work

Teamwork

MID 5

Reports an average level of teamwork

Is generally cooperative and supportive

Prefers occupations that allow a mix of independent and group work

Usually enjoys working in a collaborative setting but appreciates having some tasks that can be completed independently

In spite of the desire to maintain a co-operative environment will be willing to take a stand for unpopular positions when it is important

Concern for Others

LOW 1

Is very reluctant to get personally involved in others' problems

Tends to be very selective with sympathy and support

Tough-minded and task-focused

Feels more comfortable maintaining personal detachment from co-workers

Doesn't pay much attention to people's emotions and feelings

May be described as by others as insensitive

Can make unpopular decisions and take unpopular stands

Democratic

LOW 2

Very comfortable making decisions independently

Prefers little to no supervision

Self-reliant and secure working without the support of others

When making decisions, will rarely consult co-workers, and almost never asks for advice

Feels most effective when able to solve problems on their own

Values autonomy and self-sufficiency

Work Style

Dependability

5 MID

Reports an average level of dependability

While working hard to complete work according to schedule, is likely to adopt a slightly casual approach, viewing deadlines as somewhat flexible

Willingness to shift priorities and move deadlines may lead to work not being completed at the originally scheduled time

Is somewhat comfortable reorganizing priorities to meet more important deadlines first, while allowing less important work to wait

May perform well in positions where priorities sometimes change

Persistence

7 HIGH MID

Enjoys putting in a concentrated effort to overcome obstacles

Is likely to be a persistent individual who does not give up easily

Does not give up when encountering problems

Is unlikely to leave things unfinished

Has a hard time giving up on tasks – may not recognize when certain projects are no longer worth completing

Attention to Detail

8 HIGH MID

Pays close attention to detail

Works best when the steps required to accomplish a goal are well defined

Is thorough and checks work carefully for errors

Has a strong desire to do things correctly

Sets relatively high standards

At times may come across as being somewhat of a perfectionist

May get hung up on minor details at times, missing the big picture

Work Style

Rule-Following

LOW MID

3

Reports a below average level of rule-following

Is open to bending rules and procedures in order to make progress

Prefers general guidelines over precise regulations

Is willing to flex on standard operating procedures in order to get work done

Finds it hard to work under strict rules and regulations

Will ignore rules that they do not think make sense

Prepared to use non-standard approaches to tasks when the established procedures are not effective

Planfulness

MID

6

Will likely make long-term plans but adopt a flexible approach to completion

Comfortable moving forward with broad goals rather than detailed plans

Doesn't feel the need to plan things out in a highly detailed fashion

Sees the need to adjust plans as situations evolve

Has little difficulty beginning a task without a detailed plan, especially when time is limited or the situation requires an immediate response

Problem Solving Style

Innovation

MID 5

Reports an average level of innovation

Reports having a level of creativity and innovation that is similar to that of most people

Enjoys solving problems, and likes solutions that are both original and practical

Fairly open-minded but may get frustrated when people frequently present unconventional ideas and solutions

Prefers to think about more grounded proposals

Is more likely to build upon someone else's ideas

Analytical Thinking

HIGH 9

Enjoys critically analyzing information

Is very comfortable discussing abstract matters

Tends to be very analytical, logical and theoretical

Is very deliberate and logical, taking time to think things through

Likes to search for themes and patterns in data

Seeks to understand things in-depth

Dealing with Pressure and Stress

Self-Control

HIGH 10

Reports a high level of self-control

Sees self as very calm and composed

Tends to be very effective at keeping emotions in check

Works hard at maintaining self-control and rarely allows emotional reactions to impede their performance

When faced with tense situations, rarely says things that they later regret

Can be very effective in work settings where emotions run high

Stress Tolerance

HIGH 10

Tolerates stress well

Is able to work effectively in most high-pressure situations

Is seldom overwhelmed by concerns and is able to maintain effective work behaviour in the face of setbacks

Doesn't take criticism personally

Finds it relatively easy to relax and can act as a calming influence on others in tense situations

Will take most situations in stride, and manage them in a balanced, adaptive way

Management and Leadership Potential

MID

5

The Management and Leadership Potential score indicates the degree to which an individual's results are similar to those observed for people who are successful in management and leadership roles. Higher scores indicate a greater level of similarity to people working in management and leadership positions.

Sales Potential

LOW MID

3

The Sales Potential score indicates the degree to which an individual's results are similar to those observed for people who are successful in sales careers. Higher scores indicate a greater level of similarity to people working in sales roles.