



High Performance Report

ALANA

19 July 2019

INTRODUCTION

Welcome to C-me Profiling. C-me is a behavioural profiling tool that provides insights into a person's likely preferred way of doing things.

Your High Performance report consists of:

1. A number of sections on elements that are core to individual behaviour and working with others.
2. Aspects of behaviour that are observed with high performing teams:
 - Value to the team
 - Attitude to commitment
 - Role Preferences
 - Handling Setbacks

Your C-me profile gives you information about your preferred ways of doing things expressed in the language of different combinations of four colours. This combination gives each person their unique temperament. We have found that not only is the C-me approach easier to understand, remember and relate to than other profiling systems, but also that it is much easier to use and translate into action. We hope you will find that too.

No profile is carved in stone - and there are no right or wrong profiles. Each combination has its own strengths and weaknesses, like two sides of the same coin. C-me reports are all about sparking helpful conversations and discussions, and assisting each of us to learn more about ourselves and each other.

We get excellent feedback on the accuracy of our reports. However it is likely that you will not agree with everything that is said. That's normal. However do take the time to check any such statements out with someone who knows you well as sometimes they can reflect characteristics that are true but simply not visible to you.

Hopefully you will find yourself nodding - maybe even smiling - in agreement with most of what you read.

There are many learning, performance and teamwork opportunities here. We hope you will enjoy your report and find it useful.

OVERVIEW

This section provides a broad outline of your preferred ways of doing things.

Alana is a caring, considerate colleague. She builds goodwill across the wider team. Although she may come across as relaxed, she may be hiding her true feelings as she tries to meet everyone's expectations and needs. A constant in an ever changing world, she is always there giving stability to the team. When colleagues express their views forcefully, she prefers to take time to reflect before responding. Team harmony is an integral part of achieving the goal. In meetings, Alana likes everyone to have their say. She likes to be valued for her service to the team and to her colleagues.

Alana is more likely than most to be concerned about the consequences of her decisions. Although quick to praise colleagues, she is likely to take her own important contribution for granted. A solution that has wide support is strongly preferred to something that may cause conflict. Some colleagues see her as being genuinely concerned about others. If you ask her a question, she is likely to refer it to a few of her close colleagues to gather opinions before giving her views. Considering her own needs should be a higher priority; she is normally occupied looking after others. Service to her colleagues and to the organisation is high on the list of priorities. Even well intentioned criticism may be taken personally at times.

Alana likes to finish what she starts. She completes her work in a quiet effective way. It is important to her to involve everyone and ensure no one's views are overlooked. Generally she likes to work within structures and schedules and thinks this will benefit others as well. Having time to reflect is important to her; she likes to consider all the possibilities before taking action. People's feelings may be considered before she deals with the facts of the situation. She prefers to keep the peace and would seek to avoid conflict when possible. Because she is a patient coach, she naturally encourages those on the team to develop new skills.

Actions

Please tick or highlight the statements that you really like, cross the statements that are just not you and add any other comments you would like to make.

STRENGTHS

These are some of the key strengths a person with your colour preference may have.

- Conscientious
- Non-judgemental
- Works late until the job is done
- Involves others in the decision making process
- Friendly and welcoming
- Quiet and unassuming
- Considerate and caring
- Follows through

Actions

Select the three key strengths that you think best describe you, add any you think may have been missed.

POSSIBLE AREAS FOR DEVELOPMENT

These are some areas for development that someone with your preferences may have. You may well have addressed these areas in your development already, you may still need to work on some of them or you may just be becoming aware that others can sometimes see these in you.

- Unduly harsh on her own performance
- Needs encouragement to share her suggestions
- Slow to venture an opinion
- Checks too often to ensure agreement
- Sticks rigidly to traditional ways
- May appear indecisive or unsure at times
- Reluctant to confront more forthright colleagues
- Highly critical of herself

Turn Weaknesses into a development plan

1. Select 2 or 3 points that you feel most apply to you & impact your performance
2. Select situations where these were relevant
3. Identify options for change
4. Consult colleagues and make a development plan

BLIND SPOTS

Blind Spots are the aspects of your behaviour you may be less aware of, but that your colleagues may see in team situations. These are the behaviours that are more likely to lead to conflict with colleagues.

Alana may not venture her opinions easily but her colleagues need them to balance their views. Facing up to confrontational colleagues is not pleasant but must be done occasionally. Her need to value her colleagues and their comments can be seen as a lack of conviction for her own ideas. She may feel unappreciated because more vocal and self-promoting colleagues received the praise. She should be more proactive when it comes to speaking about her skills and contribution. She needs to share her insights proactively, rather than wait to be asked or encouraged. A tight focus on the subject will help reach a resolution. Introducing information not vital to the point under discussion will only frustrate colleagues. Tough decisions are part of life, everyone has to make them from time to time.

Alana is inclined to prepare, consult, discuss and consider when what is needed is to cut to the heart of the problem and take action. Sometimes she just gets on with her job rather than expressing the frustration her colleagues are causing; they may never know if she doesn't say. Occasionally emotion needs to be kept out of decision making. Articulating her thoughts as they come into her mind is not her style; practicing may help her appreciate those that do. If she knows her view will be vigorously challenged, she may not venture it at all. It is good to be supportive and gracious; a little more practice at being direct and forthright would improve her performance. There may be great opportunities all around; she may miss out by constantly seeking the safe option. She should practice making instant decisions without consulting on less important issues to help her abilities when more significant things arise.

Actions

Consult the people close to you and get their input into which of these statements you should focus on as development points.

EFFECTIVE COMMUNICATION

The following phrases describe strategies for communication with Alana that she may prefer.

- Involve trusted colleagues
- Show you are reliable
- Take time to double check
- Use friendly, non-confrontational language
- Be honest; she will quickly see through any pretense
- Follow a structured process
- Keep communication warm and reassuring
- Stick to the low risk options

Actions

Select three or four statements to share to help your colleagues communicate with you effectively.

INEFFECTIVE COMMUNICATION

These phrases describe the communication strategies that are probably least preferred by Alana

- Ride rough shod over her feelings
- Question her values
- Talk over her
- Pretend you care if you don't
- Raise six subjects at once
- Interrupt her slow paced, carefully thought-out response
- Push her into presenting last minute ideas
- Be abrupt

Actions

Select three or four statements that are ineffective ways to communicate with you, to help your colleagues understand your preferences.

TEAM

Whilst all the sections above are very relevant to working in a team the following sections are more specifically focused on team work. We have concentrated on areas linked to high performing teams.

- a. Value to the team
- b. Attitude towards commitment
- c. Role preferences
- d. Handling setbacks

a) VALUE TO THE TEAM

Effective teamworking lies at the heart of most successful organisations. Teamwork is the fusion of a host of skills and qualities that each person brings to the team. Your particular value to the team may lie in areas identified below.

- Sees a responsibility through to its conclusion
- Acts as the diplomat in a team environment
- Brings tact and diplomacy
- Supports others in a quiet and unassuming way
- Encourages and supports others
- Errs on the side of caution and unlikely to take risks
- Makes sure everyone can have their say
- Reliably copes with routine tasks

Actions

You will get best value from this section by sharing it with other members of your team and getting their feedback.

Team Profile

b) ATTITUDE TOWARDS COMMITMENT

Ways in which Alana may show her commitment

- Commitment must fit comfortably with her values
- Prefers a clear direction
- Places team harmony ahead of the goals
- She will demonstrate her level of commitment through hard work and just getting on with it
- She has strongly held values, which should not be questioned and need to be aligned to the team
- If possible give her advance notice of changes
- Will buy into a common purpose
- Give her time; avoid placing her under unnecessary pressure

Actions

Select three statements that you feel describe best the way you prefer to show your commitment.

Team Profile

c) ROLE PREFERENCES

This section identifies how clear Alana is or needs to be about her role, how she may react and how easily she can move across teams. It seeks to bring understanding of objectives and accountabilities in each area.

- Needs time to reflect and understand the reason why
- Prefers the whole team to be involved in roles and objectives
- She is not one of life's rebels and will be accommodating of the organisations needs
- Prefers tight role definitions when working across functions or when she has lots of responsibilities at once
- She will persevere with a difficult role and get the job finished no matter how long it takes
- Likes a good reason for the change
- She is conscientious and wants to be successful at each role assigned to her
- Likes time to accept changes

Actions

Select 3 or 4 statements that describe your view of your commitment to the team.

Team Profile

d) HANDLING SETBACKS

Positive Ways of Handling Setbacks

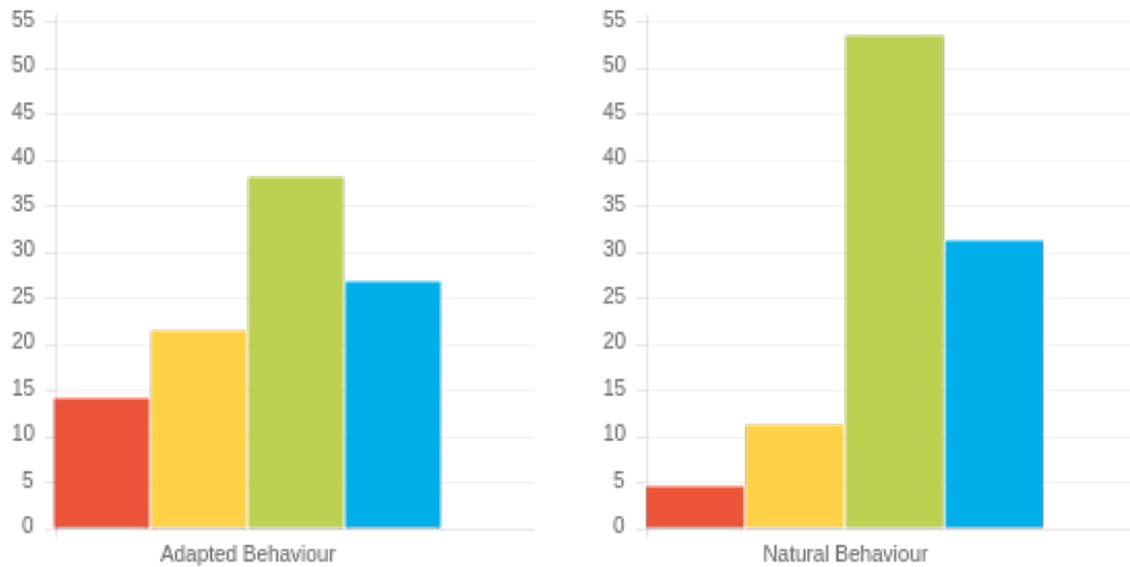
Turning issues into opportunities: This section will identify the positive ways Alana will prefer to handle moments of crisis when they occur

- Feels responsible for the setback
- Tries hard to make it right
- Reflects on what has gone wrong before looking for solutions
- Believes cooperation will lead to success in the end
- Encourages the team: We can do this if we stick together
- Gets out the original proposition and compares results to expectations
- Gets people together, building mutual support
- Seeks to limit the damage and deliver part of the project

Less Positive Ways of Handling Setbacks

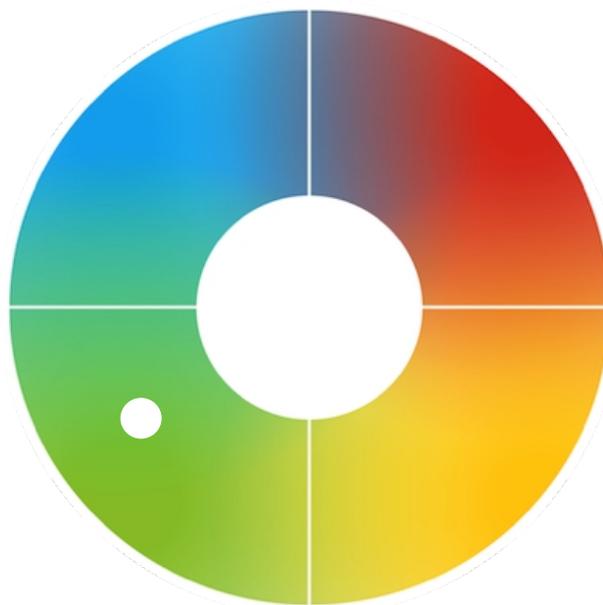
This section identifies the possible negative ways Alana may react in moments of crisis when they occur

- Unlikely to criticise individuals performance and apportion blame
- Seeks a solution that will not add too much pressure to the team
- Avoids any criticism of individuals
- Finds it harder to focus on the positives
- Procrastinates
- Seeks to extend timescales
- Requires extended time to reflect on why it went wrong
- May focus on factors beyond the direct control of the team



YOUR PLACE ON THE WHEEL

To help show how your colour preferences fit with your colleagues, we map your position on a Colour Wheel. The closer your position is to colleagues, the more aspects of personality you have in common. The further you are from a colleague, the more you may differ in your perception of the "right" way to do things. Those on the opposite side of the wheel may be more difficult to understand.



OVERVIEW OF COLOURS

Logical and analytical
Enjoys problem solving
Needs time for reflection
Realistic
Sorts out the details
Strong sense of duty
Structured and disciplined

Bold and determined
Confident and optimistic
Enjoys stretching goals
Leads from the front
Sets a winning mentality
Thinks big
Direct and to the point

Considerate and conscientious
Genuine concern for colleagues
Avoids conflict
Involves others in decisions
Respects others values
Supportive and loyal
Works for a democratic solution

Free spirited
Friendly and optimistic
Generous and open-minded
Inspirational and visionary
Looks on the bright side
Positive outlook
Spontaneous and imaginative

NEXT STEPS

We hope you found your C-me Profile insightful and thought provoking and that it has helped to increase self-awareness and how you may be perceived by those around you, whether that be in a professional or personal context.

This increased awareness may help you understand how you behave, or may be perceived to behave, in different situations. We hope your profile helps you to increase the value you bring to a relationship, to a team or organisation. You may find you get most value from this report by sharing with those close to you in a work or personal context. It provides a useful foundation if you are considering undergoing personal coaching to improve your performance or value to an organisation.

There are many ways you can use this profile. It is not the end, but the beginning of the value it can bring you. It is the 'departure lounge' rather than the 'arrivals hall'.

C-me Applied

The report provides a useful foundation for both personal coaching and team development work to improve your performance or value to an organisation.

We believe that having the reports applied in context via a workshop or coaching session exponentially increases their value.

The *C-me Profiling Applied* team would love to help you apply your learning to enhance your particular team context.

Please contact us via contact@colour-profiling.com or 01225 721999 for more information.