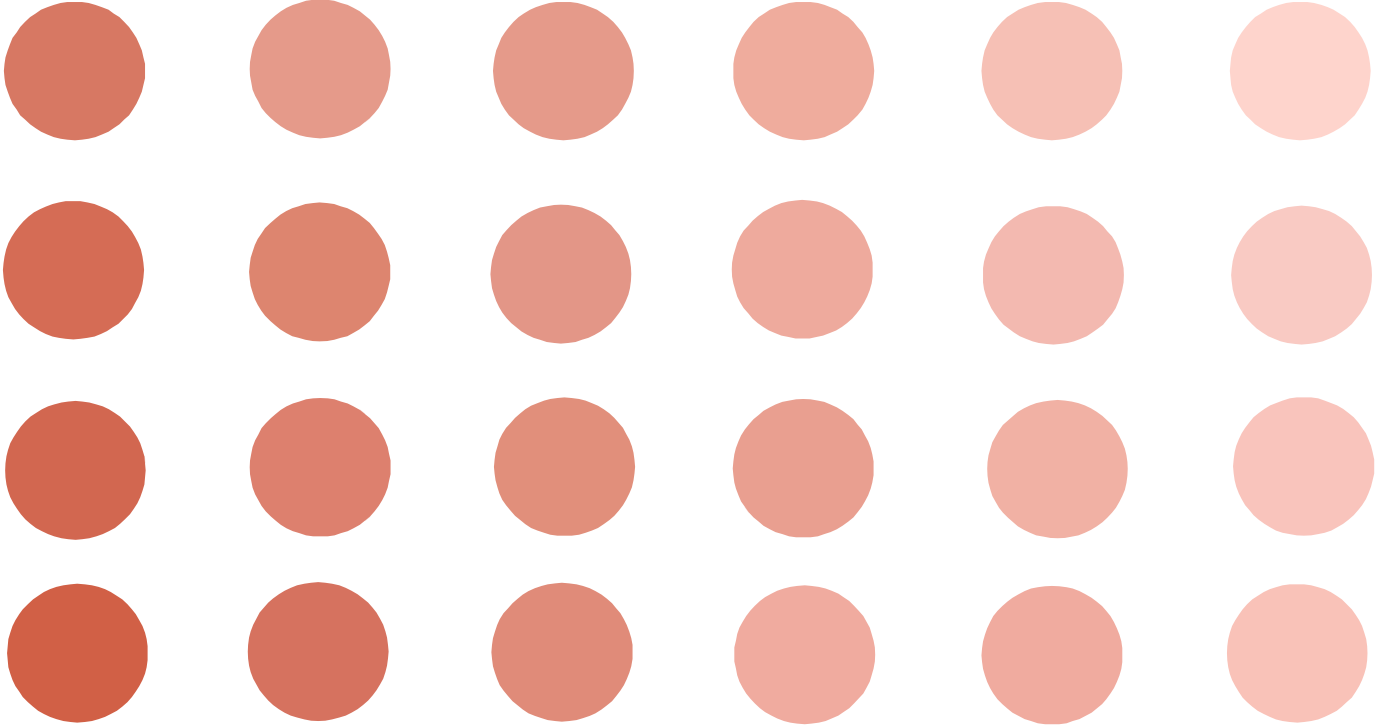


Work Excellence Profile
Individual Report



**FORTUNA INTERNATIONAL
LIMITED**

LEADING PERFORMANCE IMPROVEMENT



Report Name

Monday, September 26, 2015

Report provided by:

Fortuna International Ltd

PO Box 331089, Takapuna,

Auckland, New Zealand

Ph: (09) 488 7447 Fax: (09) 488 0040

info@fortunaintl.co.nz

www.fortunaintl.co.nz



Overview

Work Expectations Profile

Remember how that week you have learned, well-organized expectations, you will be a leader and more ultimately a low-stress expectation. You will realize. Whether you are working with a team, transitioning to a new job, or simply taking time to your daily routine, you are a professional with your employer: you both want to make it work.

The *Work Expectations Profile* provides a framework for you to

- Explore 1 key expectation for each of the 10 expectation
- Discover which expectations are most important to YOU
- Learn how to communicate your expectations to others
- Get feedback on your expectations
- Improve your outlook and change your attitude toward work
- Evaluate the best of each job at a time and improved error rate

That is

- a test;
- a test you are a professional;
- a way to reduce the error rate.

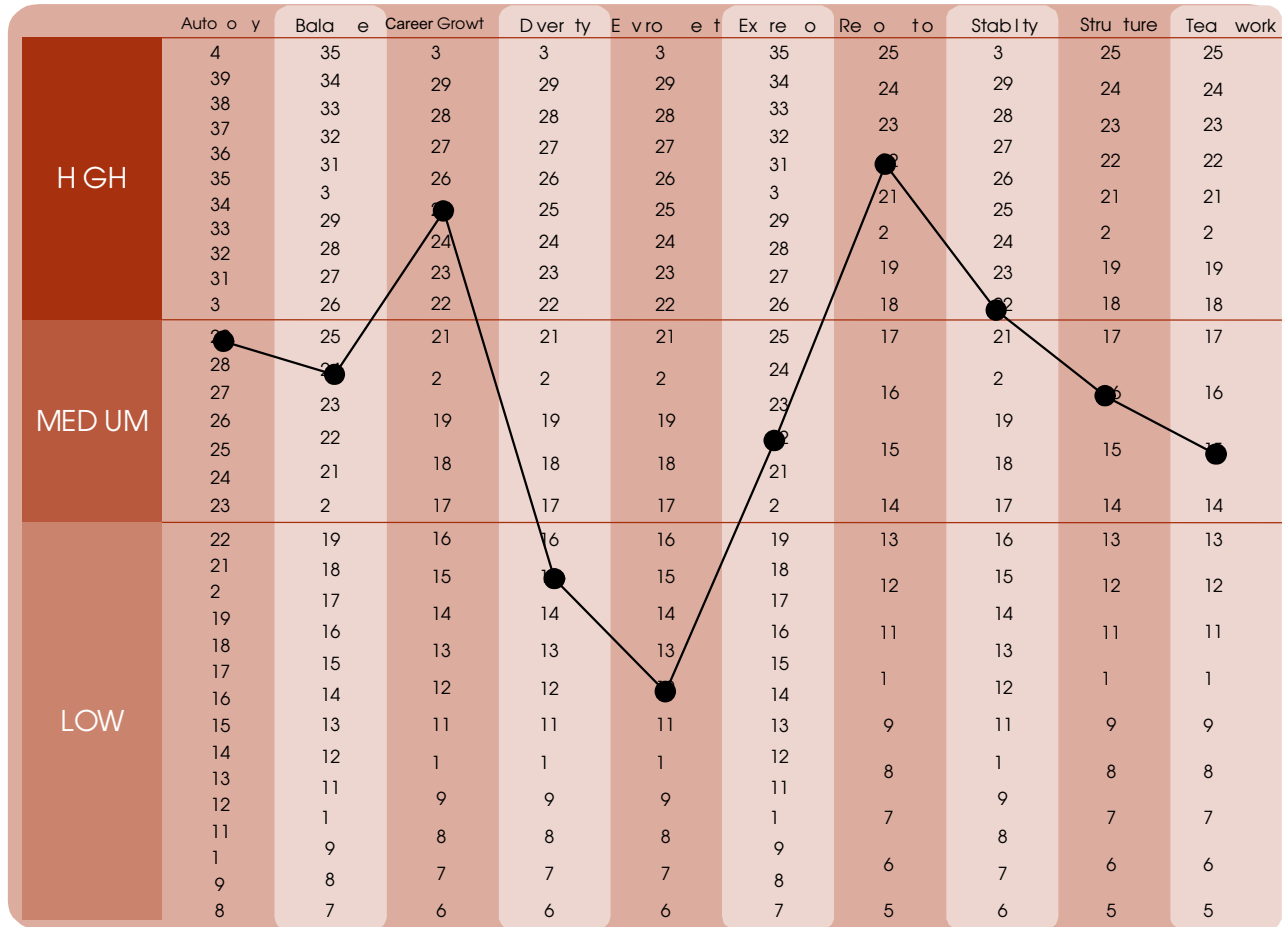
On the next page, you will find your **Work Expectations Grade**, which will give you a grade of work expectations are most important to you. This is followed by a section on **How Many Your Expectations Are Met** your current job, based on your rating. The **Work Expectations Grade** **Analysis** (pages 5-6) will be your rating of each of the 10 expectations and to help you determine where to focus. Finally, you will find a more detailed discussion of each expectation, arranged alphabetically. This section will allow you to focus, reflect, and act on your current work expectations. You will be able to work at your expectations. You will be able to work with your expectations and determine if they are a success or a failure. This is where you will have an opportunity to act. The "Action" section provides the ultimate tool for learning to communicate with others and take action toward achieving your expectations in the future.



Your Work Experience at Work

Work Experience Profile

Below are 11 items that you rated for your work experience. The items are grouped into three categories: High, Medium, and Low. The items are ranked from highest to lowest score within each category.



What does a low score mean?

A low score means that you rated that experience as a low priority for you at that time. You may have rated it low because it is not a core part of your work experience or because it is not a core part of your work experience.

What does a medium score mean?

A medium score means that you rated that experience as a moderate priority for you at that time.

What does a high score mean?

A high score means that you rated that experience as a high priority for you at that time.

What are all your scores?

All of your scores are, therefore, based on all of the experiences that you rated. Or you may have rated some experiences as "Not a priority" to "Essential".

What are all your scores low?

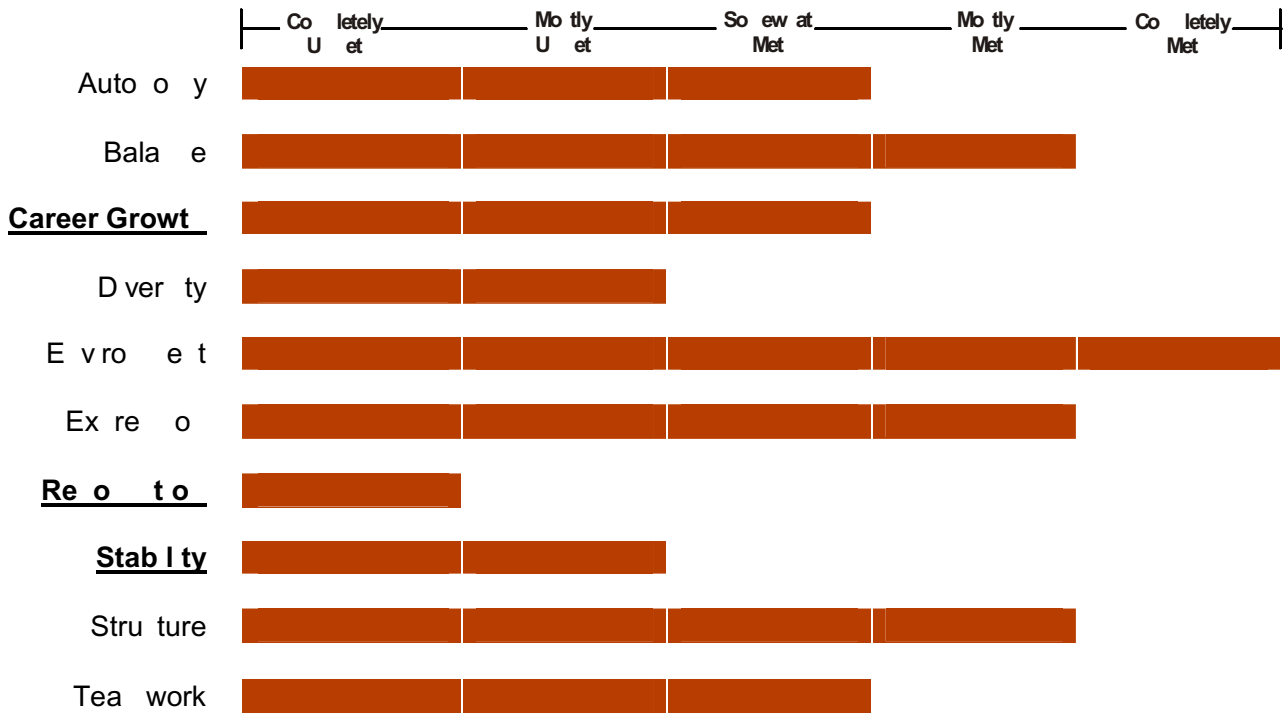
All of your scores are low, therefore, based on all of the experiences that you rated. Or you may have rated some experiences as "Not a priority" to "Essential".



How Much Your Expectations Are Met

Work Expectations Profile

What follows is a way for you to rate how well each work expectation met your current job at this time. Consider your rating on each category a data point relative to the scale below before moving on to the Work Expectations Gap Analysis (see pages 5-6). Your High expectations are underlined.



Relative to

- 1) Which expectations area are your need be completely, mostly or somewhat met?
- 2) Give a specific example of a recent situation where you did not meet the expectation.
- 3) Which expectations area are your need be mostly or completely unmet?
- 4) Give a specific example of a recent situation where you did not meet the expectation.

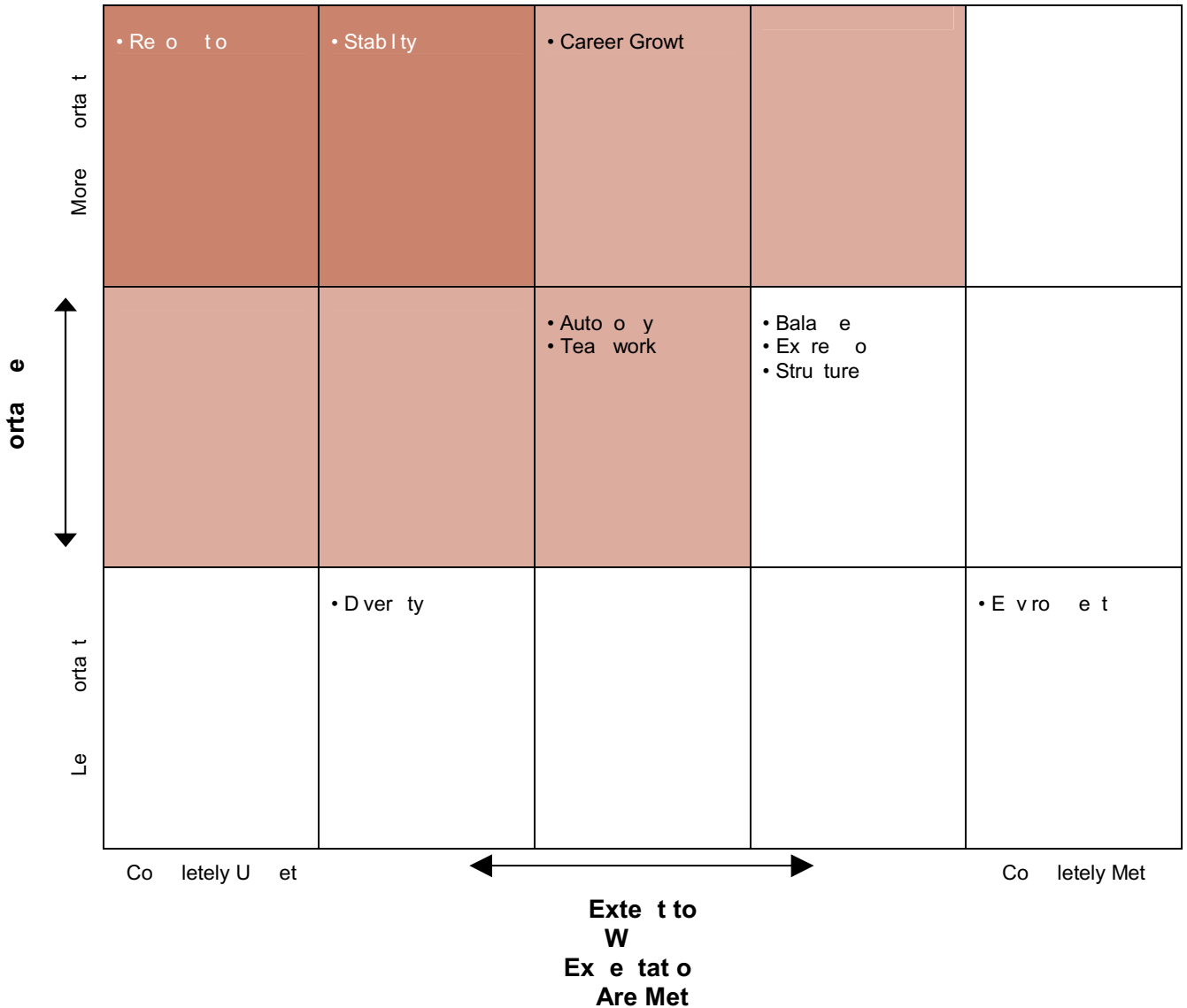
Turn to the next page to see how your overall rating compares with your rating on each expectation before setting to determine your action plan for your work expectations.



Your Work Experience Gap Analysis

Work Experience Profile

The Work Experience Gap Analysis below shows how you rated the importance of each Work Experience category, and compares to how you rated the extent to which that category met your current job. The categories in the top row, and particularly those with dark shading, tend to let you know where you need to focus your attention most. The categories in the bottom row of the table, especially those with light shading, do not appear to be as important to you as your current job. Please turn to the next page to see an overview of what you should do next.





Your Work Experience Gateway Overview

Work Experience Profile

The Work Experience Gateway is a tool that allows you to rate the importance of each experience with the text to work that you have completed. You are able to determine the importance of each of your work-related roles.

Many people like to be with experiences that are not completely set but are still important to them. Based on your responses to the role, the following experiences are important to you and are at the forefront of your current job:

Career Growth (page 11-12)
Stability (page 21-22)

Reputation (page 19-2)

Turn to the page to be explored way to deal with that by learning to take a step back from the experience.

It is important to reward to review your experiences that are currently being set. The following are the experiences () you rated as most or completely set your current job that seem to be most important to you:

Balance (page 9-1)

Structure (page 23-24)

Turn to the page to learn more about the more of the area and to deal with or turn to at your experience to be at hand.

People differ in how work experiences are important to them with the most important experience: one is at the top. Although we understand how you are able to set, it is not always believed that be a very important. For this reason, we have included our own one is at the top. After reviewing your other experiences, **please turn to page 27 and 28 to read about one is at the top.**

Finally, turn to page **29 and 3** to develop a more comprehensive Action Plan for your work experience.



Autonomy

Work Exercise Profile

Based on your response, you appear to have **Medium** exercise tolerance for Autonomy, and these exercise tolerance are currently **So Sew at Met.**

Focus

What do you expect?

AUTONOMY exercise tolerance related to having the freedom or need to make decisions about how to do a job. Those who are not exercise tolerance usually want to have autonomy and to be able to decide how they will achieve it. We would like autonomy exercise tolerance are okay and get, they are really exercise tolerance deal and view of the duties and ability to attract revenue. They trust the road and take a look or way to solve problems and create positive change.

Consider the following statements and indicate how they apply to you:

- You expect to contribute to the organization's success.
- You want to see your growth.
- You want to help develop your goals.
- You expect to have enough authority to be sure that the job is done well.
- You want to be able to improve your skills.
- You want to obtain your individual goals.
- You expect to realize your personal goals.
- You want your ideas valued by others.

Reflect





Where are you?

You totally reported that your autonomy exercise tolerance are **So Sew at Met.** Think about whether or not all these true based on the information above. The orders are usually whether or not you have told the appropriate people about your autonomy exercise tolerance in order to work toward or to achieve the goal. Look at the Exercise Tolerance Work Area on the external website box that is designed to be your tool to monitor your AUTONOMY exercise tolerance.



Autonomy

Work Expectations Profile

AUTONOMY EXPECTATIONS WORKSPACE			
	SPOKEN	UNSPOKEN	
<p>Work area A Congratulations! Your expectations are being met. You may want to re-evaluate your AUTONOMY expectations to take work to the next level. “Communicate” and “listen” are below your expectations.</p>	<p>MET</p>  <p><input type="checkbox"/> My expectations are being met. I've told others about my expectations.</p>	<p>UNSPOKEN</p>  <p><input type="checkbox"/> My expectations are being met. I haven't told anyone.</p>	<p>Work area B Your expectations are being met but are unmet. The “Communicate” and “listen” are below your expectations.</p>
<p>Work area C Your expectations are being met but are not being met. The “Communicate” and “Listen” are below your expectations. You are better at your AUTONOMY expectations than in the future.</p>	<p>UNMET</p>  <p><input type="checkbox"/> My expectations are unmet. I've tried to communicate my expectations, but they are still unmet.</p>	<p>UNSPOKEN</p>  <p><input type="checkbox"/> My expectations are unmet. I haven't told anyone.</p>	<p>Work area D Your expectations are not being met and are unmet. The “Communicate” and “listen” are below your expectations. You are not doing well in the future or your AUTONOMY expectations.</p>

Act

Where do you want to go?

Communicate: Get the support you need by telling others what you expect from them. Establish a goal. Consider the following:

- Talk to your supervisor about your desire for autonomy and your ideas about how to achieve it.
- Communicate what you want and what you expect from others to get the most out of your goal.

Listen: Take the time to meet your own expectations as well as your supervisor's and provide your own feedback to the organization. Consider the following:

- Make decisions about how you will accomplish your goal with a supervisor's rate.
- Think about ways that you can build on your knowledge in your field of expertise.
- Look for ways to broaden the scope of your responsibilities at a supervisor's rate.
- As you progress, remember to periodically talk about your achievements to boost your confidence.

Adapt: Expectations may need to be adjusted from time to time. Consider the following:

- Can you live with the situation as it is?
- Do you need to re-evaluate your AUTONOMY expectations?



Balance

Work Experience Profile

Based on your responses, you appear to have **Medium** experience for Balance, and the experience is currently **Mostly Met**.

Focus

What do you expect?

BALANCE experience relates to both personal and professional development for the worker and supervisor to understand the relationship of the two. To ensure the experience is met, you should have a job that is out of the ordinary, and they should be able to see the relationship. Although they expect a good balance, they do not want to work too hard or too easy, or do they want to be able to work hard and easy.

Consider the following statements and select the one that applies to you:

- You expect to have a very good personal and professional development.
- You want to understand the relationship of the two.
- You expect your supervisor and you to work in a balanced way.
- You expect your supervisor and you to work in a balanced way between work and rest.

Reflect





Where are you?

You are currently reporting that your balance experience is **Mostly Met**. Think about what it will be true based on the report above. The order is usually what you have told the manager about your balance experience in order to work toward or to meet the goal. Look at the Experience Work area of the external feedback to be your target for your BALANCE experience.



Balancing

Work Expectations Profile

BALANCE EXPECTATIONS WORKSPACE			
	SPOKEN	UNSPOKEN	
<p>Work area A Congratulations! Your expectations are better than most. You may want to re-evaluate your BALANCE expectations to meet the needs of your "Customer" and "Market" below your work life.</p>	<p>MET</p>  <p><input type="checkbox"/> My expectations are better. I've told others about my expectations.</p>	<p>UNSPOKEN</p>  <p><input type="checkbox"/> My expectations are better. I haven't told anyone.</p>	<p>Work area B Your expectations are better than most. The "Customer" and "Market" below your development level let others know about your BALANCE expectations.</p>
<p>Work area C Your expectations are better than most. The "Customer" and "Market" below your work life let you better at your BALANCE expectations in the future.</p>	<p>UNMET</p>  <p><input type="checkbox"/> My expectations are better. I've tried to communicate my expectations, but they are still unmet.</p>	<p>UNSPOKEN</p>  <p><input type="checkbox"/> My expectations are better. I haven't told anyone.</p>	<p>Work area D Your expectations are better than most. The "Customer" and "Market" below your development level let you know about your BALANCE expectations.</p>

Act

Where do you want to go?

Customer: Get the support you need by telling others what you expect from them. Establish a good relationship. Consider the following:

- Talk to your supervisor about your desire or balance and your idea about how to achieve it.
- While you may understand what your balance means to you, others may not. You want to get the support of your supervisor and colleagues, be clear about what you need to provide to them, what you expect from them, and how balance will help you.

Market: Take the time to meet your own expectations as well as provide you with a good relationship. Consider the following:

- Talk about what really bothers you and what you need to do at work. For what would others be more likely to do?
- Evaluate how you use your time, and look for ways to organize your tasks and your time to be more effective for you.
- Talk about ways to improve the quality of your work-related relationships.

Adapt: Expectations may need to be adjusted from time to time. Consider the following:

- Can you live with the situation as it is?
- Do you need to re-evaluate your BALANCE expectations?



Career Growth

Work Expectations Profile

Based on your response, you appear to have **High** expectations for Career Growth, and these expectations are currently **So new at Met.**

Focus

What do you expect?

CAREER GROWTH expectations relate to the degree to which you are moving toward career goals. This involves more than just expectations; it may also include the ability and/or status at work. What they do or work is a reflection of the current situation. To expect career growth expectations to be met, you need to use additional resources or skills to develop and advance your career. They also expect that the current leader is a rational leader.

Consider the following statements and select the ones that apply to you:

- You expect to move toward your career goals.
- You want to be able to do the job, and/or status.
- You want to be able to move up the career ladder.
- You want to excel at your work.
- You expect to improve your skills and develop new ones.
- You expect to be able to do the job.
- You expect to trust your current leader and do the job to the best of your ability.
- You want to know that the current leader is a rational leader.

Reflect





Where are you?

You are currently positioned at your career growth expectations are **So new at Met.** Think about what is true for you based on the information above. The order of the items is only a guide for you; you have told us a lot about your career growth expectations in order to work toward your goals. Look at the Expectations Work and the Expectations box to be able to be your own boss and your CAREER GROWTH expectations.



Career Growth

Work Expectations Profile

CAREER GROWTH EXPECTATIONS WORKSPACE			
		SPOKEN	UNSPOKEN
<p>Work Area A Congratulations! Your expectations are being acknowledged. You may want to realize your CAREER GROWTH expectations to the best of your ability. "Congratulations" is below your CAREER GROWTH expectations.</p>	MET	 <p><input type="checkbox"/> My expectations are being met. I've told others about my expectations.</p>	 <p><input type="checkbox"/> My expectations are being met. I haven't told anyone.</p>
<p>Work Area C Your expectations are being acknowledged but are not being met. The "Congratulations" and "Adapt" are below your CAREER GROWTH expectations to the future.</p>	UNMET	 <p><input type="checkbox"/> My expectations are being met. I've tried to communicate my expectations, but they are still unmet.</p>	 <p><input type="checkbox"/> My expectations are being met. I haven't told anyone.</p>
<p>Work Area B Your expectations are being met but are unacknowledged. The "Congratulations" is below your CAREER GROWTH expectations.</p>			<p>Work Area D Your expectations are not being met and are unacknowledged. The "Congratulations" and "Adapt" are below your CAREER GROWTH expectations.</p>

Act

Where do you want to go?

Conclusion: Get the support you need by telling others what you expect to do. Establish a goal. Consider the following:

- Talk to your supervisor about your career advancement goals.
- Ask your co-worker about their expectations of you.
- Regularly share your ideas and goals with your supervisor.

Take: Take the time to meet your own expectations as well as your supervisor's. Consider the following:

- Talk about ways you can demonstrate your leadership.
- Develop a plan to expand your work-related skills. Consider a mentor or attend training.
- Develop a budget to allow you to invest in your work objectives that will benefit you and your organization.

Adapt: Expectations may need to be adjusted to the best of your ability. Consider the following:

- Can you live with the situation as it is?
- Do you need to reconsider your CAREER GROWTH expectations?



Diversity

Work Exercise Prologue

Based on your responses, you appear to have **Low** exercise for Diversity, and the exercise is currently **Motly Unmet**.

Focus

What do you expect?

DIVERSITY exercise related to work with other roles a variety of backgrounds with varied points of view. To ensure more of the exercise believed at different levels, professional, personal, and organizational, to ensure the most useful work life. They want to ensure to be well understood and addressed, and they expect that everyone's opinion will be considered, regardless of position.

Consider the following statements and select the ones that apply to you:

- You expect your work life to be well valued diversity.
- You want your supervisor to be open to new ideas.
- You want your colleague to be tolerant of differences.
- You want your colleague to meet the needs of diversity to organizational goal.
- You realize that different views can lead to conflict, but you consider the need for debate and open discussion.
- You expect your organization to add value to the relationship to diversity.





Reflect

Where are you? You probably reported that your diversity exercise is **Motly Unmet**. Think about what extent the true based on the results above. The order are fully met or not you have told the appropriate level about your diversity exercise in order to work toward or not the next step. Look at the Exercise Work area of the external feedback box that be the driver for your future on your DIVERSITY exercise.



Diversity

Work Expectations Profile

DIVERSITY EXPECTATIONS WORKSPACE		SPOKEN	UNSPOKEN	
<p>Work area A Congratulations! Your expectations are being acknowledged. You may want to re-evaluate your DIVERSITY expectations to meet the needs of your team. “Congratulations” and “tate” are below the level of your DIVERSITY expectations.</p>	MET	 <p><input type="checkbox"/> My expectations are being met. I've told others about my expectations.</p>	 <p><input type="checkbox"/> My expectations are being met. I've told you.</p>	<p>Work area B Your expectations are being met but are unacknowledged. The “Congratulations” and “tate” are below the level of your DIVERSITY expectations.</p>
<p>Work area C Your expectations are being met but are not being acknowledged. The “Congratulations” and “tate” are below the level of your DIVERSITY expectations to meet the future.</p>	UNMET	 <p><input type="checkbox"/> My expectations are unmet. I've tried to communicate my expectations, but they are still unmet.</p>	 <p><input type="checkbox"/> My expectations are unmet. I've told you about them.</p>	<p>Work area D Your expectations are not being met and are unacknowledged. The “Congratulations” and “tate” are below the level of your DIVERSITY expectations.</p>

Act

Where do you want to go?

Coach: Get the support you need by telling others what you expect to do.

Establish a goal. Consider the following:

- Talk to your supervisor about your current diversity.
- Share your desire to change.
- Let others know you want to start the change process.
- Encourage others to join the debate about your work area.
- Encourage others to explore diverse ways to reach their goals or results.

Coach: Take the time to meet your own expectations as well as the needs of your team and the organization. Consider the following:

- Be sure you are modeling the behavior you want to see in others by being a role model.
- Consider ways to lead by example.
- Call on your employees to “take it to the next level.”
- Explore other ways to get the job done that are available at work through Web 2.0, book clubs, or other activities.

Coach: Expectations may need to be adjusted to meet the needs of the organization. Consider the following:

- Can you live with the current situation?
- Do you need to re-evaluate your DIVERSITY expectations?



E vro e t Work Ex e tato Pro le

Based on your response, you appear to have **Low** ex e tato or E vro e t, a d t e e ex e tato are urre tly **Co letely Met.**

Focus

What do you ex e t?

EN RONMENT ex e tato relate a o te equality o te o ala d y ale vro e t at work. To ew o ore o t ex e tato wa t to e oy te r la eo work. They ex e ta o ally o ortable at o ere a da e vro e t t at u ort ve o te r e ta la d y al eed .

Consider the following statements and select those that apply to you:

- You ex e t to be o ortable te r o te y ale vro e t. Co ort ay lude a er o alized work a e, o ve e ta e to equ e t, a d/or a work ett t at a o odate your y al eed .
- You ex e t your o-worker to be re dly a d re e tu lo ea o te r te r o te o al e vro e t.
- You wa t to e oy te o a yo your o-worker .
- You wa t to ave re d at work.

Reflect



Where are you?

You tally reported that your e vro e t ex e tato are **Co letely Met.** Think about what extent the true based on the report above. The order are fully what either or of you have told the appropriate role about your e vro e t ex e tato order to work toward or o t ue ett t e et. Look at the Ex e tato Work a eo te ext a e a d e kt e box t at be t de r be your tuato o er your EN RONMENT ex e tato .



E v r o e t

Work Ex e tat o P r o l e

EN VIRONMENT EXPECTATIONS WORKSPACE		SPOKEN	UNSPOKEN	
<p>Work a e A Co ratulato !Your ex e tato are be oke a d et.You ay wa t to rea e your EN VIRONMENT ex e tato ro t e to t e a d work t rou t e “Co u ate”a d “ tate”te below w e e e ary.</p>	MET	 <p><input type="checkbox"/> My ex e tato are be et. 've told ot er about y ex e tato .</p>	 <p><input type="checkbox"/> My ex e tato are be et. ave 't told a yo e.</p>	<p>Work a e B Your ex e tato are be et but are u oke . T e “Co u ate”te below ay el you develo a la to let ot er k ow about your EN VIRONMENT ex e tato .</p>
		<p>Work a e C Your ex e tato are oke but are ot be et. T e “ tate”a d “Ad u t”te below ay el you better at y your EN VIRONMENT ex e tato t e uture.</p>	UNMET	

Act

W ere do you wa t to o?

Co u ate: Get t e u ort you eed by tell ot er w at you ex e t ro t e . E tabl a o o oal. Co der do t e ollow :

- Talk to your u erv or about a e to your work a e t at would rea e your rodu t v ty a d be e t t e or a zato .
- Talk wt ot er about way to ake t e o ale v ro e t ore lea a t, u a or a z a a ter-work eve t to el ollea ue et to k ow ea ot er.

tate: Tak t e to eet your ow ex e tato a be at y a d rov de you wt a edate e e o a o l e t. Co der do t e ollow :

- T k about way you a rea e your e e o well-be by or a z a d/or er o alz your work a e.
- Model t e be av or you o e to ee ot er .
- Co der tak your break out de o your work a e, or take a ort walk to re re your el .

Ad u t: Ex e tato ay eed to be ad u ted ro t e to t e. Co der t e ollow :

- Ca you lve wt t e tuato a t ?
- Do you eed to re o der your EN VIRONMENT ex e tato ?



Ex re o

Work Ex e tato Pro le

Based on your re o e , you appear to ave **Med u** ex e tato or Ex re o , a d t e e ex e tato are urre tly **Mo tly Met**.

Focus

What do you ex e t?

EXPRESS ON ex e tato re le t a de re or a work e v ro e t t at allow eo le to be t e elve . To e wo ore o t ex e tato ve orta e to ex re t e r de t ty, value , a d reat v ty t rou t e r work, a d t ey be l e ve t at be aut e t orta t. T ey wa t t e r work to re le t wo t ey are, a well a w at t ey a do.

Co d e r t e ollow tate e t a d e k t e o e t at a lly to you:

- You ex e t your ob to re le t w at you be l e ve orta t.
- You wa t t e o ortu ty to ex re your o e r a d e e l a a ro rate.
- You ex e t to e oy your work.
- You ex e t your work to re le t your be l e about your el .
- You v e w d v dual ex re o a e e t al to a o r a zato ' u e .
- You ex e t your ob to ro v de o ortu t e to ex re your reat v ty.
- You wa t your o r a zato to value a d e e k out e w de a .





Reflect

Where are you?

You t ally re ort e d t at your ex re o ex e tato are **Mo tly Met**. T k about w e t e r t t l l e e true ba e d o t e o r a t o above. T e o d e r are ully w e t e r o r o t you ave told t e a ro rate eo le about your ex re o ex e tato o r d e r to work toward o r o t u e e t t t e e t. Look at t e Ex e tato Work a e o t e e x t a e a d e k t e box t at be t d e r be your tuat o o e r your EXPRESS ON ex e tato .



Ex re o
Work Ex e tato Pro le

EXPRESS ON EXPECTATIONS WORKSPACE			
	SPOKEN	UNSPOKEN	
<p>Work a e A Co ratulato !Your ex e tato are be oke a d et.You ay wa t to rea e your EXPRESS ON ex e tato ro t e to t e a d work t rou t e “Co u ate” a d “ tate” te below we e e ary.</p>	<p>MET</p>  <p><input type="checkbox"/> My ex e tato are be et. 've told ot er about y ex e tato .</p>	<p>UNSPOKEN</p>  <p><input type="checkbox"/> My ex e tato are be et. ave 't told a yo e.</p>	<p>Work a e B Your ex e tato are be et but are u oke . T e “Co u ate” te below ay el you develo a la to let ot er k ow about your EXPRESS ON ex e tato .</p>
<p>Work a e C Your ex e tato are be et but are ot be et. T e “ tate” a d “Ad u t” te below ay el you better at y your EXPRESS ON ex e tato t e uture.</p>	<p>UNMET</p>  <p><input type="checkbox"/> My ex e tato are u et. 've tred to o u ate y ex e tato , but t ey are t ll u et.</p>	<p>UNSPOKEN</p>  <p><input type="checkbox"/> My ex e tato are u et. ave 't told t e eo lew o a el .</p>	<p>Work a e D Your ex e tato are ot be et a d are u oke . T e “Co u ate” a d “ tate” te below ay el you develo o u ato a d a to la or your EXPRESS ON ex e tato .</p>

Act

W ere do you wa t to o?

Co u ate: Get t e u ort you eed by tell ot er w at you ex e t ro t e .

E tabl a o o oal. Co der do t e ollow :

- Co u ate to ot er t at you wa t o ortu t e to be ore reatve your ob.
- Tell o-worker we you re er to k ow w at ex e ted o you wt out e tru to o ow to a o l your oal .
- Ex lore t e be t way to ex re your eel ot at ot er wa t to l te .
- Rea ure o-worker t at you are tere ted bot d v dual ex re o a d or a zato al u e .
- Create a er o al o tate e t a d o t tor are t wt ot er .

tate: Tak te to eet your ow ex e tato a be at y a d rov de you wt a edate e e o a o l e t. Co der do t e ollow :

- T k about way you a ake your ob ore e oyable r t ow.
- A o l t e ta k you l ke lea t at t e t e o day we you are ot ot vated.

Ad u t: Ex e tato ay eed to be adu ted ro t e to t e. Co der t e ollow :

- Ca you lve wt t e tuato a t ?
- Do you eed to re o der your EXPRESS ON ex e tato ?



Re o t o

Work Ex e tato Pro le

Based on your re o e , you a ear to ave H ex e tato or Re o to , a d t e e ex e tato are urre tly **Co letely U et**.

FOCUS

What do you ex e t?

RECOGN T ON ex e tato re le ta de re or a work e vro e t w ere ood work a k owled ed a d rewarded. To e w o ore o t ex e tato wa t t e value o t e r work to be lear to ot e r . Re o to o e a variety o or a d ea d e r e t t to d e r e t e o le. T e y ay wa t to be rewarded o t e r u e e w t a k owled e t , ubl ra e , or a rea e tatu .

Co d e r t e ollow tate e t a d e k t e o e t at a ly to you:

- You value u e .
- You vew ra e a u da e tal to your otvato .
- You wa t your u erv or to be aware o your a o l e t .
- You ex e t your u erv or to a re ate your o t r but o .
- You wa t t e or a zato a a w ole to realize t e a to your role o or a zato al oal .
- You wa t your o-worker to realize ow well you do your ob.
- You wa t your o-worker to u d e r ta d ow orta t your ob to t e or a zato ' u e .

Reflect



Where are you?

You t ally re ort e d t at your re o to ex e tato are **Co letely U et**. T k about w e t e r t t l l e e true ba e d o t e or ato above. T e o d e r are ully w e t e r or ot you ave told t e a ro rate e o le about your re o to ex e tato order to work toward or ot ue e t t e e t . Look at t e Ex e tato Work a e o t e e x t a e a d e k t e box t at be t d e r be your tuat o o e r your RECOGN T ON ex e tato .



Re o t o

Work Ex e tato Pro le

RECOGN T ON EXPECTAT ONS WORKSPACE					
		SPOKEN	UNSPOKEN		
<p>Work a e A Co ratulato !Your ex e tato are be oke a d et.You ay wa t to rea e your RECOGN T ON ex e tato ro t e to t e a d work t rou t e “Co u ate”a d “ tate” te below we e e ary.</p>	MET	 <p><input type="checkbox"/> My ex e tato are be et. 've told ot er about y ex e tato .</p>	 <p><input type="checkbox"/> My ex e tato are be et. ave 't told a yo e.</p>	<p>Work a e B Your ex e tato are be et but are u oke . T e “Co u ate” te below ay el you develo a la to let ot er k ow about your RECOGN T ON ex e tato .</p>	
		<p>Work a e C Your ex e tato are be et but are ot be et. T e “ tate”a d “Ad u t” te below ay el you better at y your RECOGN T ON ex e tato t e uture.</p>	UNMET		

Act

W ere do you wa t to o?

Co u ate: Get t e u ort you eed by tell ot er w at you ex e t ro t e . E tabl a o o oal. Co der do t e ollow :

- Let ot er k ow t at re o to orta t to you.
- Talk to your u erv or about your eed or re o to .
- A le re der to ot er , u a , “Plea e let e k ow we 've do e o et well,” a rove your work relat o a d tart a t re d o a re ato t at be e t every e .

t ate: Tak t e to eet your ow ex e tato a be at y a d rov de you w t a edate e e o a o l e t. Co der do t e ollow :

- T k about way you a reward your el dur t e ro e o a ev your oal .
- Take t e to eel a e e o a o l e t.
- Kee al to your a eve e t . W e you rea your oal , you w ll be re are d to talk about t e w t your u erv or.

Ad u t: Ex e tato ay eed to be ad u ted ro t e to t e. Co der t e ollow :

- Ca you lve w t t e tuato a t ?
- Do you eed to re o der your RECOGN T ON ex e tato ?



Stability

Work Exercise Profile

Based on your response, you appear to have High exercise tolerance for Stability, and therefore exercise tolerance are relatively **Motly Unsettled**.

Focus

What do you expect?

STABILITY exercise tolerance related to the order of the work environment that is relatively unbalanced. To ensure that the exercise tolerance is not too low, they do their best, it will be better. They expect that the nature of their work will be relatively unbalanced. They also expect that the true nature of the order or a zero rate is relatively optimal.

Consider the following statements and select the one that applies to you:

- You expect to have your job as you want it.
- You expect your job to be your job as you do it well.
- You want to work where you know and trust.
- You expect that your order will have a learning or a developmental level that is very good.
- You want your order to have learning, or to be able to read and reduce.

Reflect



Where are you?

You actually reported that your stability exercise tolerance are **Motly Unsettled**. Think about what is still true based on the order above. The order is usually what is or what you have told the appropriate level about your stability exercise tolerance order to work toward or to be settled. Look at the Exercise Tolerance Work area of the external deck box that is described by your tolerance order your STABILITY exercise tolerance.



Stability

Work Expectations Profile

STABILITY EXPECTATIONS WORKSPACE		
	SPOKEN	UNSPOKEN
<p>Work area A Congratulations! Your expectations are being acknowledged. You may want to re-evaluate your STABILITY expectations to meet your needs. “Congratulations” is below your STABILITY expectations.</p>	<p>MET</p>  <p><input type="checkbox"/> My expectations are being met. I've told others about my expectations.</p>	<p>Work area B Your expectations are being met but are unacknowledged. The “Congratulations” is below your STABILITY expectations.</p>
<p>Work area C Your expectations are being met but are not being acknowledged. The “Congratulations” is below your STABILITY expectations.</p>	<p>UNMET</p>  <p><input type="checkbox"/> My expectations are unmet. I've tried to communicate my expectations, but they are still unmet.</p>	<p>Work area D Your expectations are not being met and are unacknowledged. The “Congratulations” is below your STABILITY expectations.</p>

Act

Where do you want to go?

Conclusion: Get the support you need by telling others what you expect to receive. Establish a goal. Consider the following:

- Let your supervisor know that stability matters to you.
- Once you develop a plan to build stability or to acknowledge a need, let others know how they can help.

Take: Take the time to meet your own expectations as well as your supervisor's. Consider the following:

- Keep your self-up-to-date on the industry and knowledge your job, which will make you more valuable to your employer.
- Explore opportunities for professional development to continually increase your knowledge.
- You are often asked about a new procedure, or something that will be done.

Advice: Expectations may need to be adjusted to meet the goal. Consider the following:

- Can you live with the situation as it is?
- Do you need to reconsider your STABILITY expectations?



Structure

Work Experience Profile

Based on your response, you appear to have **Medium** experience for Structure, and the experience is currently **Mostly Met**.

Focus

What do you expect?

STRUCTURE experience related to learning to read what to do, how to do it, and what resources are available. Those who are not experienced want to know other's experience. They want to be well-learned to about the other's work and the outcome they are understood to attain. They may allow to be sure that the readily available when they are questioned about how to get the job done.

Consider the following statements that are likely to you:

- You expect the necessary resources to be readily available to you.
- You want to receive information you need to reach your goal, preferably before you need it.
- You want a manager to be equipped to deal with the necessary to get the job done well, and you want to know how you can help you need a yet else.
- You expect your organization to have a good track record, and you believe that a good, motivated leader.
- You want support or a well-organized approach to your work goal.

Reflect






Where are you?

You are likely reported that your structure experience is **Mostly Met**. Think about what it will be true based on the information above. The orders are usually what you have told the appropriate people about your structure experience in order to work toward or to the effect. Look at the Experience Work area of the external deck to be determined by your thoughts on your STRUCTURE experience.



Structure

Work Expectations Profile

STRUCTURE EXPECTATIONS WORKSPACE		
	SPOKEN	UNSPOKEN
<p>Work a e A Congratulations! Your expectations are being acknowledged. You may want to re-evaluate your STRUCTURE expectations to take a different route. “Congratulations” below we see a</p>	<p>MET</p>  <p><input type="checkbox"/> My expectations are being met. I've told others about my expectations.</p>	<p>UNSPOKEN</p>  <p><input type="checkbox"/> My expectations are being met. I've told a</p>
<p>Work a e B Your expectations are being met but are unacknowledged. The “Congratulations” below may help you develop a plan to let others know about your STRUCTURE expectations.</p>	<p>UNMET</p>  <p><input type="checkbox"/> My expectations are unmet. I've tried to communicate my expectations, but they are still unmet.</p>	<p>UNMET</p>  <p><input type="checkbox"/> My expectations are unmet. I've told the relevant</p>
<p>Work a e C Your expectations are being met but are not being acknowledged. The “Congratulations” below may help you better at your STRUCTURE expectations to take a different route.</p>	<p>UNMET</p>  <p><input type="checkbox"/> My expectations are unmet. I've tried to communicate my expectations, but they are still unmet.</p>	<p>Work a e D Your expectations are not being met and are unacknowledged. The “Congratulations” below may help you develop a plan to let others know about your STRUCTURE expectations.</p>

Act

Where do you want to go?

Conclusion: Get the support you need by telling others what you expect to receive. Establish a goal. Consider the following:

- Let others know where you need more structure that you are receiving.
- Tell others where you think more structure will be effective.
- Ask questions or clarify with others are you able to provide feedback about what they expect.

Take: Take the time to meet your own expectations as well as your own while providing you with a feedback loop.

- Think about ways you can create more of the structure you want for yourself.
- Help others to understand, understand, and do better by doing it for or are poorly done.

Adapt: Expectations may need to be adjusted to take into account the following:

- Can you live with the situation as it is?
- Do you need to re-evaluate your STRUCTURE expectations?



Tea work

Work Ex e tato Pro le

Based on your re o e , you a ear to ave **Med u** ex e tato or Tea work, a d t e e ex e tato are urre tly **So ew at Met.**

FOCUS

What do you ex e t?

TEAMWORK ex e tato re le ta de re to ake ollaborato a ly valued a d o o ly u ed et od or rea work obe tve . T o e w o ore o t ex e tato wa t to vew t e elve a art o a tea t at are t k owled e a d kll to atta a reed-u o oal . T ey ex e t ollea ue to oo erate wt ea ot er a d be o tted to el ea ot er u eed.

Co dert e ollow tate e t a d e kt e o e t at a ly to you:

- You wa t everyo e to ave a a e to o ttribute, re ardle o t er o to or tatu .
- You wa t tea e ber to a tvely eek out ot er 'o o a d to be ea er to are t er .
- You ex e t your o-worker to be wll to are t er k owled e a d kll wt ea ot er .
- You ex e t a ollaborat ve at o ere, eve w e you are ot work a rou .

Reflect

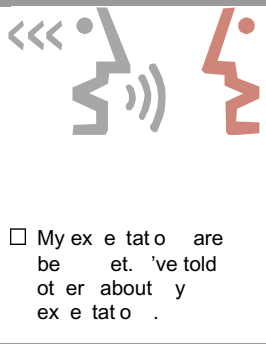
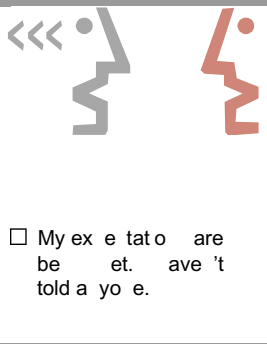
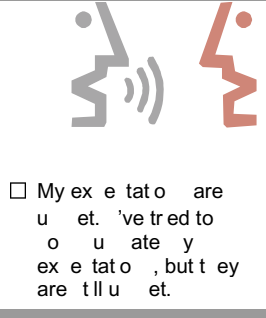
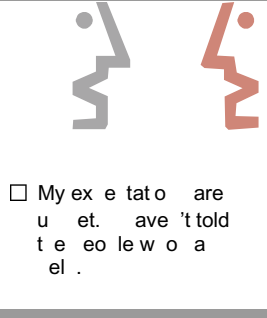
Where are you?

You t ally re ort ed t at your tea work ex e tato are **So ew at Met.** T k about w et er t tll ee true ba ed o t e or ato above. T e o der are ully w et er or ot you ave told t e a ro rate eo le about your tea work ex e tato order to work toward or o t ue ett t e et. Look at t e Ex e tato Work a e o t e ext a e a d e kt e box t at be t de r be your tuat o o er your TEAMWORK ex e tato .



Tea work

Work Expectations Profile

TEAMWORK EXPECTATIONS WORKSPACE		SPOKEN	UNSPOKEN	
<p>Work area A Congratulations! Your expectations are being acknowledged. You may want to re-define your TEAMWORK expectations to the standard work routine. “Communicate” and “listen” are below the level of your TEAMWORK expectations.</p>	MET	 <p><input type="checkbox"/> My expectations are being acknowledged. I've told others about my expectations.</p>	 <p><input type="checkbox"/> My expectations are being acknowledged. I've told you.</p>	<p>Work area B Your expectations are being acknowledged but are unacknowledged. The “Communicate” and “listen” are below the level of your TEAMWORK expectations.</p>
<p>Work area C Your expectations are being acknowledged but are not being met. The “Communicate” and “Listen” are below the level of your TEAMWORK expectations to the future.</p>	UNMET	 <p><input type="checkbox"/> My expectations are unmet. I've tried to communicate my expectations, but they are still unmet.</p>	 <p><input type="checkbox"/> My expectations are unmet. I've told you the level of my expectations.</p>	<p>Work area D Your expectations are not being acknowledged. The “Communicate” and “listen” are below the level of your TEAMWORK expectations.</p>

Act

Where do you want to go?

Communicate: Get the support you need by telling others what you expect to do. Establish a common goal. Consider the following:

- Communicate to others what you expect to collaborate and agree to.
- We work as a team, largely without a formal structure or established roles.

Listen: Take the time to meet your own expectations as well as those of your team and the organization. Consider the following:

- Allow yourself to create a unique team by your own, consider how you can be a more effective team member.
- Think about how you would like to participate in a team, ask your manager how you want to create new ideas or projects, and keep the roles over, or simply execute the final details.
- Be able to build a collaborative environment by seeking the opinions of your co-workers and sharing your own knowledge and skills.

Adapt: Expectations may need to be adjusted to the situation. Consider the following:

- Can you live with the situation as it is?
- Do you need to re-order your TEAMWORK expectations?



Co e at o

Work Ex e tat o Pro le

Peo le d er ter o w at work ex e tato are e e tal to t e wt o e orta t ex e to :
o e ato .W le we ay d er o ow u o e ato we ex e t, o t eo le belev e t at
be ad very orta t. For t rea o ,we ave luded or ato o o e ato or
everyo e to read.

Focus

W at do you ex e t?

Co e ato orta t to o t eo le a d we re o zet at a y eo le ex e t be e t a a art
o t er o e ato .Ea d vidual, owever, a d ere t dea about w be e t are o t
valuable.

Co d er t e ollow tate e t a d e k t e o e t at a ly to you:

- You ex e t to re eve a alary t at you o d er ar.
- You ex e t your ay to re le t your kll a d re o b lte .
- You wa t to k ow t at you are ear a alary t at o arable to o t er lar ob wt lar
ex ere e .
- You wa to ortu te to rea e your alary.
- You ex e t to re eve be e t u a ealt ura e, a retre e t av la , a d va ato .
- You wa t to be el ble or add to al be e t , u a tuto re bur e e t, lex ble work our , or
e loyer- o ored ld are.

Reflect

W ere are you?

you eel t at your o e ato ex e tato are be et, you ay wa t to k t e te o a e
28. However, r u ta e a e, t ay be el ul to re er ba k to t at a e at a later date.

you eel t at your o e ato ex e tato are ot be et, ave you e ked t e du try alary
avera e or your ty eo o to ? Have you take to a ou t your art ular kll , ex ere e , a d
edu ato , a well a t e ze a d lo ato o your e loyer? Have you al o o d er ed t e value o your
o - alary be e t w e al ulat your total o e ato ?



Compensation
Work Expectation Profile

Act

Where do you want to go?

Your compensation expectations are not being met and your expectations are reasonable when compared to the industry average, the level below which you are a leader and above which you are a laggard.

Considerations: Get the support you need by telling others what you expect. Establish a compensation goal. Consider the following:

- Talk about what others are getting with your employer would be more relevant to discuss your salary expectations.
- Talk to your supervisor. Be prepared to provide evidence that you deserve a certain salary by listing your unique contributions. You also may want to talk about your long-term career goals.
- Your employer agrees you want your expected salary, discuss a salary target to be substituted.
- Your employer agrees you want your expected salary at a later date, discuss a reasonable timeline with your supervisor.

Take action: Take the time to meet your own expectations as well as your own and provide your own evidence to support your goals. Consider the following:

- Keep all to your own level.
- Be sure you are clear about your work objectives.
- Demonstrate your value to the organization. For example, develop ways to improve work-related productivity and results.

Additional: Expectations may need to be adjusted relative to the economy. Consider the following:

- Have you checked the overall market for your industry or region?
- Have you compared your skills, experience, and education to other similar jobs?
- Are your compensation expectations realistic?
- Have you taken a look at the value of your own salary compensation?
- Are there other factors to the job, the company, or the role you work with that make up a unique compensation package?
- Do you need to reconsider your COMPENSATION expectations?



Auto Pilot

Work Experience Profile

It is important to keep the self-determined every role. The two are a self you further explore your experience and development to allow a lead to you to create your experience and meet your goal.

- The experience () of work you are involved in are described below.

Autonomy	Diversity	<u>Reputation</u>
Balance	Environment	<u>Stability</u>
<u>Career Growth</u>	Experience	Structure
		Teamwork

- Write your experience in the corresponding box of the Experience Work area below, based on whether the experience is or is not a direct one. Generally, refer to the "How Many Your Experience Are Met" or a 4-point Experience Work area on a scale of 1 to 5. If your experience were 1, 2, or 3, or two or three of your experience based on the Grade area 3.

	SPOKEN	UNSPOKEN
MET		
UNMET		



Attachment A

Work Expectations Profile

3. Give where you are overall, answer the following questions to achieve a better understanding of how your expectations may be affecting your work.

- How are your expectations affecting your attitude at work?
- How are your expectations affecting your behavior at work?
- How are your expectations affecting your commitment to your job?
- How are your expectations affecting your level of job satisfaction?

4. How do your expectations affect or influence your job satisfaction, determine the ways you can take action to better understand and/or address your expectations.

- Who is the best person to talk to about your expectations and job satisfaction?
- Are there any people you would like to talk to about your expectations?
- What actions can you take to improve your expectations and job satisfaction?
- What actions are required to improve your job satisfaction?
- How do you need to adjust your expectations and job satisfaction?
- Are you comfortable doing this? If not, what are realistic options for you?