

Coaching
INSIGHT
Survey

Company _____
Coach _____
Special Instructions _____
Fax number _____ Fax report
Email address _____ Email
Phone number _____ Phone first

The Insight Survey is a tool to create mutual understanding and honest discussion of key issues in your world. It is designed to find out as much as possible about you in a short amount of time. It takes about an hour to complete, but there is no time limit. Please complete the form in one sitting and free from outside distractions. Many people find it to be an interesting and challenging experience.

Name _____ Date _____

Why did you decide to seek the services of a coach?

What do you believe you will gain from this relationship?

What kind of things do you expect you will be doing as part of this process?

How do you think your life, personally and professionally, will have changed one year from now?



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What do you think are your professional strengths?

In what areas would you like to improve?

What have you most enjoyed about your past work?

What kinds of work do you find most difficult?

What is a specific example of accomplishment from your past work?

What do successful people have in common?

How do you think most people would describe you?

How would someone who dislikes you describe you?

In what ways are you different from most other people?

Complete the sentences:

People say that I'm...

I'm at my best when...

I can't stand people who...

My motto is...

My tombstone will read...

Use the scale on the right to indicate how you think your team members, or past employers, would describe you.

- 5 – One of your primary strengths
- 4 – A minor strength
- 3 – Not a strength or weakness
- 2 – A minor weakness
- 1 – A serious weakness

- _____ Remaining diplomatic when disagreements arise
- _____ Ability to solve problems independently
- _____ Following instructions from management
- _____ Volunteering to do extra work
- _____ Getting along with many different kinds of people
- _____ Ability to communicate effectively with other people
- _____ Acting decisively to get quick results, when needed
- _____ Accuracy and completeness in paperwork
- _____ Helping keep morale high
- _____ Handling a wide variety of duties
- _____ Skill in handling people-problems
- _____ Taking the lead with other people
- _____ Maintaining a high level of organization
- _____ Maintaining a positive attitude when things go wrong
- _____ Adjusting quickly to changes
- _____ Building close working relationships
- _____ Being firm or assertive with other people, when needed
- _____ Handling details with absolute precision
- _____ Consistency of mood
- _____ Solving a variety of problems
- _____ Working cooperatively with other people
- _____ Using persuasive skills to influence other people
- _____ Punctuality in getting to work and keeping appointments
- _____ Putting in extra hours when needed
- _____ Versatility in performing different tasks

Check the one word in each box that best describes you.

<input type="checkbox"/> Bold	<input type="checkbox"/> Aggressive	<input type="checkbox"/> Steady	<input type="checkbox"/> Spontaneous	<input type="checkbox"/> Effective
<input type="checkbox"/> Cheerful	<input type="checkbox"/> Outgoing	<input type="checkbox"/> Demanding	<input type="checkbox"/> Cautious	<input type="checkbox"/> Influential
<input type="checkbox"/> Consistent	<input type="checkbox"/> Reliable	<input type="checkbox"/> Charming	<input type="checkbox"/> Impulsive	<input type="checkbox"/> Orderly
<input type="checkbox"/> Expressive	<input type="checkbox"/> Too trusting	<input type="checkbox"/> Accurate	<input type="checkbox"/> Talkative	<input type="checkbox"/> Careful
<input type="checkbox"/> Assertive	<input type="checkbox"/> Perfectionist	<input type="checkbox"/> Popular	<input type="checkbox"/> Quiet	<input type="checkbox"/> Forceful
<input type="checkbox"/> Discreet	<input type="checkbox"/> Argumentative	<input type="checkbox"/> Controlling	<input type="checkbox"/> Decisive	<input type="checkbox"/> Playful

Prioritize these items according to the importance they hold for you in your work. Place a 1 next to the most important, a 2 next to the second, a 3 next to the third and so on up to 12.

- _____ Influencing others
- _____ Cooperative coworkers
- _____ Providing a service
- _____ Guidelines to follow
- _____ Gaining knowledge
- _____ Being efficient
- _____ Independence
- _____ Being a leader
- _____ Advancement opportunities
- _____ High Income
- _____ Management support
- _____ Teamwork

Check all of the words or phrases that you feel describe you.

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Controlling | <input type="checkbox"/> Direct | <input type="checkbox"/> People-person | <input type="checkbox"/> Sociable |
| <input type="checkbox"/> Stubborn | <input type="checkbox"/> Decisive | <input type="checkbox"/> Entertaining | <input type="checkbox"/> Expressive |
| <input type="checkbox"/> Demanding | <input type="checkbox"/> Aggressive | <input type="checkbox"/> Popular | <input type="checkbox"/> Good mixer |
| <input type="checkbox"/> Bold | <input type="checkbox"/> Forceful | <input type="checkbox"/> Outgoing | <input type="checkbox"/> Openly warm |
| <input type="checkbox"/> Assertive | <input type="checkbox"/> Independent | <input type="checkbox"/> Talkative | <input type="checkbox"/> Love to chat |
| <input type="checkbox"/> Patient | <input type="checkbox"/> Mild-mannered | <input type="checkbox"/> Perfectionist | <input type="checkbox"/> Detailed |
| <input type="checkbox"/> Soft-spoken | <input type="checkbox"/> Discreet | <input type="checkbox"/> Thorough | <input type="checkbox"/> Precise |
| <input type="checkbox"/> Predictable | <input type="checkbox"/> Amiable | <input type="checkbox"/> Orderly | <input type="checkbox"/> Careful |
| <input type="checkbox"/> Traditional | <input type="checkbox"/> Obliging | <input type="checkbox"/> Accurate | <input type="checkbox"/> Well-organized |
| <input type="checkbox"/> Worrier | <input type="checkbox"/> Conservative | <input type="checkbox"/> Meticulous | <input type="checkbox"/> Picky |
| <input type="checkbox"/> Initiator | <input type="checkbox"/> A leader | <input type="checkbox"/> Reliable | <input type="checkbox"/> Dependable |
| <input type="checkbox"/> Energetic | <input type="checkbox"/> Impatient | <input type="checkbox"/> Steady | <input type="checkbox"/> Efficient |
| <input type="checkbox"/> Active | <input type="checkbox"/> Problem-solver | <input type="checkbox"/> Self-disciplined | <input type="checkbox"/> Conscientious |
| <input type="checkbox"/> Decision-maker | <input type="checkbox"/> Entertaining | <input type="checkbox"/> Persevering | <input type="checkbox"/> Industrious |
| <input type="checkbox"/> Ambitious | <input type="checkbox"/> Takes-on too much | <input type="checkbox"/> Good follow-through | <input type="checkbox"/> Fussy |
| <input type="checkbox"/> Flexible | <input type="checkbox"/> Jack of all trades | <input type="checkbox"/> Optimistic | <input type="checkbox"/> Confident |
| <input type="checkbox"/> Versatile | <input type="checkbox"/> Can handle anything | <input type="checkbox"/> Cheerful | <input type="checkbox"/> Hopeful |
| <input type="checkbox"/> Adaptable | <input type="checkbox"/> Lots of abilities | <input type="checkbox"/> Positive attitude | <input type="checkbox"/> Can-do attitude |
| <input type="checkbox"/> Many skills | <input type="checkbox"/> Very flexible | <input type="checkbox"/> Happy | <input type="checkbox"/> Expect the best |
| <input type="checkbox"/> Multi-talented | <input type="checkbox"/> Versatile performer | <input type="checkbox"/> Trusting | <input type="checkbox"/> Too trusting |
| <input type="checkbox"/> Skeptical | <input type="checkbox"/> Critical | <input type="checkbox"/> A realist | <input type="checkbox"/> Not very trusting |
| <input type="checkbox"/> Cynical | <input type="checkbox"/> Suspicious | <input type="checkbox"/> Sarcastic | <input type="checkbox"/> Defensive |

Check all of the words or phrases that other people might use to describe you.

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Controlling | <input type="checkbox"/> Direct | <input type="checkbox"/> People-person | <input type="checkbox"/> Sociable |
| <input type="checkbox"/> Stubborn | <input type="checkbox"/> Decisive | <input type="checkbox"/> Entertaining | <input type="checkbox"/> Expressive |
| <input type="checkbox"/> Demanding | <input type="checkbox"/> Aggressive | <input type="checkbox"/> Popular | <input type="checkbox"/> Good mixer |
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| <input type="checkbox"/> Worrier | <input type="checkbox"/> Conservative | <input type="checkbox"/> Meticulous | <input type="checkbox"/> Picky |
| <input type="checkbox"/> Team-player | <input type="checkbox"/> Thoughtful | <input type="checkbox"/> Intelligent | <input type="checkbox"/> Reasoning |
| <input type="checkbox"/> Supportive | <input type="checkbox"/> Loyal | <input type="checkbox"/> Resourceful | <input type="checkbox"/> Clear-thinking |
| <input type="checkbox"/> Considerate | <input type="checkbox"/> Competent | <input type="checkbox"/> Logical | <input type="checkbox"/> Fair-minded |
| <input type="checkbox"/> Cooperative | <input type="checkbox"/> Receptive | <input type="checkbox"/> Analytic | <input type="checkbox"/> Open-minded |
| <input type="checkbox"/> Helpful | <input type="checkbox"/> Diplomatic | <input type="checkbox"/> Factual | <input type="checkbox"/> Methodical |
| <input type="checkbox"/> Creative | <input type="checkbox"/> Artistic | <input type="checkbox"/> Traditional | <input type="checkbox"/> Don't rock the boat |
| <input type="checkbox"/> Original | <input type="checkbox"/> Unpredictable | <input type="checkbox"/> Conventional | <input type="checkbox"/> Mild |
| <input type="checkbox"/> Imaginative | <input type="checkbox"/> Innovative | <input type="checkbox"/> Cautious | <input type="checkbox"/> Hesitant |
| <input type="checkbox"/> Adventurous | <input type="checkbox"/> Daring | <input type="checkbox"/> Accepting | <input type="checkbox"/> Contented |
| <input type="checkbox"/> Unconventional | <input type="checkbox"/> Non-conformist | <input type="checkbox"/> Follow the rules | <input type="checkbox"/> Obliging |
| <input type="checkbox"/> Opinionated | <input type="checkbox"/> Aloof | <input type="checkbox"/> Don't like to hurry | <input type="checkbox"/> Bossy |
| <input type="checkbox"/> Moody | <input type="checkbox"/> Sometimes gossip | <input type="checkbox"/> Have a temper | <input type="checkbox"/> Temperamental |

What do you think about the form you have just completed?