

This report provides training recommendations related to attitudes, tendencies, and behaviors. It does not take into consideration hard skills such as typing or computer skills. You can choose any or all of the development suggestions below for your current position, career development, or personal growth. Some suggestions and exercises for trait development may not be applicable in every case and may need to be modified to suit your particular situation or organization. If you choose to work on more than one trait, it is recommended that you complete one before starting the next.

Changing behavior is much more difficult than learning information. It requires an adjustment of habits or patterns that may have been in place for many years. This type of change generally takes longer and requires regular attention and reinforcement.

Each section of this report contains an explanation of a trait and its relevance to career or personal development. It also includes at least one exercise. The exercises are designed to provide a practical experience and ongoing application that will develop the trait. In most cases, it is not necessary to develop a great deal of a trait. Even a small increase in a trait can create a significant improvement. You can do the exercises by answering the questions and following the instructions, however, it is highly recommended you obtain a coach or partner with whom you can discuss your answers. These developmental exercises can also be done in a classroom with other people. Your coach can support you in making the change, including helping you to give regular attention to the desired change.

This report is generated as a result of your answers to the questionnaire. The traits selected for the report are related to the position selected when running this report. The HA system automatically selects the development traits that are most likely to help you to succeed in this position. However, the system does not necessarily select your traits with the lowest scores. It may select a trait in which you are already fairly strong. If a trait is especially important to the position, you can make greater progress by further developing a fairly strong trait. The suggestions and exercises for trait development may not be applicable in every case and may need to be modified to suit your particular situation or organization. Check with your manager to confirm that the suggested actions are appropriate to your organization.

The system checks to see if the answers were completed honestly and while paying sufficient attention. Analysis indicates there is a high likelihood the answers were truthful, accurately self-aware, and completed with sufficient concentration.

Development Area 1: Self-improvement

You tend to be reasonably interested in self-improvement.

Self-improvement is a lifelong process. There is an opportunity to learn and grow from any life situation. By taking a proactive approach to self-development, your life situation will improve and so will the quality of your life. Instead of focusing on the struggle of life circumstances, it is far more efficacious to focus on developing yourself. By doing so, life circumstances naturally improve. Self-improvement can include increasing your professional skills, interpersonal skills, decision-making skills, or developing any trait that could improve your life or career.

Exercise # 1 - Reflecting on and applying self-improvement

Step 1 - In what areas would you like to improve yourself?

Reflect on and list the areas you would like to improve. You could include on the list any trait you would like to develop or reduce, any attitude you would like to have or not have, any behavior you would like to have or not have, or any further learning or education you would like to undertake. The list could also include things like improving your health or fitness.

Step 2 - How could you improve in each of the above areas?

Reflect on and list the in which you could improve in each of those areas.

Step 3 - Ask for feedback

- Ask your boss about how you could improve your performance.
- Ask your co-workers about how you could work with them more effectively.
- Ask your family for feedback about how you could relate to them better.
- Look at the weak points in your Harrison Assessment profile.

When taking feedback, don't argue or interrupt. Just listen and acknowledge what the person says. If there is any point you don't understand, ask for clarification. Avoid trying to defend yourself.

Write down the important points of what they say.

Step 4 - What is the most important way you could improve yourself at this time?

Reflect on and write down the most important way you could improve yourself at this time.

Step 5 - What could you do to develop that aspect of yourself?

Now that you have selected a particular aspect for your growth, the next step is to increase your awareness of that aspect. To increase your awareness, try any of the suggestions below:

- Read a book on the subject.
- Research the subject on the Internet, or at your local library.
- Interview others about the subject.
- Take a course on the subject.
- Ask a professional counselor about the best way to improve in that area.

Select at least one approach from above or create your own suggestions and then proceed to gather information.

When researching your subject, pay special attention to any specific actions you could take to improve. If possible, keep a list.

Step 6 - What specific commitment are you willing to make to improve yourself?

Review steps 1-5 and make a specific commitment to improve in one area. Create a clear plan over the next 90 days. An effective improvement plan will bring the desired improvement into reality. Your plan could include regular support or discussion with others such as:

- Telling your co-workers, boss, or family exactly what you are trying to improve.
- Getting regular feedback about how others perceive your behavior.
- Completing a course on the subject.
- Implementing the plan with a friend.

Step 7 - In what way have you progressed with regard to your chosen area of improvement? (do this step after 90 days)

Development Area 2: Self-acceptance

You tend to be reasonably self-accepting.

Self-acceptance is important for forming good relationships with others because accepting yourself enables you to interact with other people more effectively. A lack of self-acceptance is often the source of other problems such as a lack of self-confidence, criticalness of others, excessive competitiveness, jealousy, taking things personally, and subtle forms of exaggerated ego.

For many people, self-criticism is an automatic thought pattern. Self-critical thoughts tend to repeat themselves over and over again. In that case, you may need to learn how to consciously manage your thought process. The first step to resolving this problem is to notice that it is an automatic psychological pattern rather than believing the self-criticism. In some cases, self-criticism is related to guilt. In some cases, you may need to take some action (or stop doing something) in order to overcome the self-criticism.

The exercise below is designed to help you identify the self-critical psychological patterns and gradually overcome them. In some cases, the pattern is deeply rooted or complicated by other factors. Such cases may require more than this exercise. If you find that you are unable to adjust the self-critical pattern, a professional counselor is recommended.

Exercise - Reflecting on self-acceptance

Step 1 - What negative thoughts do you have about yourself?

Reflect on and make a list of the negative thoughts you have about yourself. Write down the specific thoughts. Make a special note of the ones that occur frequently and the ones that have the greatest impact on you.

Step 2 - What positive thoughts do you have about yourself?

Reflect on and make a list of positive things about yourself. Write down the specific things that are good about you. These could be personal traits or even positive things that you have done. Share this list with a friend.

Step 3 - What could you do to feel better about yourself?

Reflect on and list anything that you could do that might make you feel better about yourself. For example, you might start an exercise program or take a course.

Step 4 - What could you stop doing that would make you feel better about yourself?

In some cases you may need to stop doing something to overcome self-criticism. You may be doing something that you don't feel good about. However, if that is the case, replace it with a positive activity. For example, instead of just trying to stop criticizing your spouse, replace the criticism with a positive reinforcement of something you like about him/her.

Step 5 - What is the main negative thought you have about yourself?

Reflect on and select the most frequent negative thought or the negative thought with the greatest impact.

Step 6 - What are possible positive thoughts that could balance or replace your main negative thought?

With regard to the main negative thought, write down a list of possible counter-balancing thoughts. For example, if the main negative thought is 'I'm not smart enough', the counter-balancing thought could be 'I am very sincere which is more important than cleverness'. Take the most important positive statements and post there where you will see them.

Notice each time you have the main negative thought. Then think one of the counterbalancing thoughts.

Step 7 - To what action plan are you willing to commit in order to improve your self-acceptance?

Reflect on and write down a series of steps to be implemented over the next 90 days that might help you to feel better about yourself. Set these into your calendar.

If you are still very critical of yourself after this period, consider working with a counselor who is trained to help you overcome these automatic self-critical patterns.