

**Using your consultant manual, match the factors with their scale partner by filling in the corresponding number. In the space to the side, write an occupation that would fit with that Personality Factor**

Project Manager	Conventional	1	4	Dominance	Police Officer
Accountant	Introversion	2	3	Conscientious	Accountant
Inventor	Unstructured	3	5	Compassion	Nurse
Executive Secretary	Compliance	4	2	Adventurous	Entrepreneur
Judge	Detached	5	1	Innovative	Songwriter
Scientist	Cautious	6	2	Extroversion	Sales Person

**Fill in the blanks with the sub-factor term that matches the definition. Add what factor each sub factor belongs to**

**Sub Factors**

Achieving	Ambitious	Assertive	Blunt	Clever	Conforming	Conservative
Content	Daring	Distant	Enthusiastic	Imaginative	Improvising	Independent
Indifferent	Neutral	Objective	Organized	Pliable	Precise	Predictable
Questioning	Quiet	Reserved	Social	Spontaneous	Social	Sympathetic
Tactful	Tolerant	Traditional	Verbal			

**Factors**

Adventurous	Cautious	Compassion	Compliance	Conscientious	Conventional	Detached
Dominance	Extroversion	Innovative	Introversion	Unstructured		

Sub Factor	Factor	Definition
<b>Spontaneous</b>	<b>Unstructured</b>	To invent, compose, or perform with little or no preparation.
<b>Assertive</b>	<b>Dominant</b>	Full of, characterized by, or motivated by ambition. Requiring or showing much effort; challenging. Having a strong desire for success or achievement, necessitating extraordinary effort or ability, having a great desire; eager.
<b>Detached</b>	<b>Neutral</b>	Having no particular interest or concern; apathetic. Having no marked feeling for or against. Showing no care or concern; uninterested
<b>Clever</b>	<b>Innovative</b>	Mentally quick and original; bright. These adjectives refer to mental adroitness or to practical ingenuity and skill. Clever is the most comprehensive. Displaying sharp intelligence

		or mental alertness.
<b>Detached</b>	<b>Unstructured</b>	Far apart in relationship and mentally, aloof or chilly.
<b>Reserved</b>	<b>Introverted</b>	Making little or no noise. Free of loud noise; hushed. Calm and unmoving, still. Free of turmoil and agitation; untroubled. Restful; soothing. Restrained in style, understated
<b>Sub Factor</b>	<b>Factor</b>	<b>Definition</b>
<b>Assertive</b>	<b>Dominant</b>	Confident and direct in claiming one's rights or putting forward one's views; Given to making assertions or bold demands; dogmatic or aggressive
<b>sympathetic</b>	<b>Compassion</b>	Furnishing support or assistance. Helpful, caring, encouraging, understanding, reassuring, sympathetic.
Imaginative	<b>Innovative</b>	Having a lively imagination, especially a creative imagination. Created by, indicative of, or characterized by imagination or creativity. Tending to indulge in the fanciful or in make-believe.
<b>Precise</b>	<b>Conscientious</b>	Uninfluenced by emotions or personal prejudices. Based on observable phenomena; presented factually.
	<b>Unstructured</b>	Inclined to tolerate the beliefs, practices, or traits of others; forbearing. Permissive, able to withstand extremes.
<b>Neutral</b>	<b>Detached</b>	Held in reserve; kept back or set aside. Marked by self-restraint and reticence. Cool or formal in manner; restrained, silent, or reticent
<b>Indifferent</b>	<b>Introverted</b>	Happening or arising without apparent external cause; self-generated. Arising from a natural inclination or impulse and not from external incitement or constraint. Unconstrained and unstudied in manner or behavior.
<b>Traditional</b>	<b>Conventional</b>	Relating to, or in accord with tradition. Pertaining to time-honored orthodox doctrines. Adhering to what is commonly accepted old fashioned, old, established, conventional, standard, fixed, usual, orthodox, accustomed, customary, ancestral, long-established.
<b>Daring</b>	<b>Adventurous</b>	An expression of inquiry that invites or calls for a reply. An interrogative sentence, phrase, or gesture. Open to controversy.
<b>social</b>	<b>Extroverted</b>	Having or showing great excitement and interest.
<b>ambitious</b>	<b>Adventurous</b>	Willing to take or seek out risks; bold and venturesome. Bold or adventurous; reckless. Courage in taking risks.
<b>Precise</b>	<b>Conscientious</b>	Clearly expressed or delineated; definite.

		Exact, as in performance, execution, or amount; accurate or correct. Conforming strictly to rule.
<b>Predictable</b>	<b>Conventional</b>	To state, tell about, or make known in advance, especially on the basis of special knowledge. To tell about something in advance of its occurrence by means of special knowledge or inference.
<b>Tolerant</b>	<b>Compassionate</b>	Expressing, feeling, or resulting from sympathy. Favorably inclined. Agreeably suited to one's disposition or mood; congenial.
<b>Blunt</b>	<b>Assertive</b>	(Of people, manner of speaking, etc.) Lacking refinement, sensitivity or subtlety; straightforward and uncomplicated
<b>social</b>	<b>Extroversion</b>	Inclined to seek out or enjoy the company of others; sociable. Spent in or marked by friendly relations or companionship. Intended for convivial activities.
<b>conforming</b>	<b>Compliant</b>	Easily bent or shaped. Receptive to change; adaptable. Easily influenced, persuaded, or swayed.
<b>Sub Factor</b>	<b>Factor</b>	<b>Definition</b>
<b>Conservative</b>	<b>Cautious</b>	Not aligned with, supporting, or favoring either side in a war, dispute, or contest. Belonging to neither side in a controversy.
<b>Verbal</b>	<b>Extroversion</b>	Relating to, or using words, as opposed to ideas, etc. Oral rather than written.
<b>Independent</b>	<b>Adventurous</b>	Not governed by a foreign power; self-governing. Free from the influence, guidance, or control of another or others; self-reliant.
<b>Traditional</b>	<b>Conventional</b>	Functioning within a formal structure, as in the coordination and direction of activities. Efficient and methodical. Planned and controlled on a large scale and involving many people. Orderly and efficient.
<b>Conforming</b>	<b>Compliant</b>	Desiring no more than what one has; satisfied. Ready to accept or acquiesce; willing. Mentally or emotionally satisfied with things as they are. Assenting to or willing to accept circumstances, a proposed course of action, etc. Peace of mind; mental or emotional satisfaction.
<b>Predictable</b>	<b>Conventional</b>	To correspond in form or character; be similar. To act or be in accord or agreement; comply
<b>Precise</b>	<b>Conscientious</b>	To accomplish something successfully; performs at a standard or above standard level. To perform or carry out with success; accomplish. To attain with effort or despite difficulty.
<b>Traditional</b>	<b>Conventional</b>	Favoring traditional views and values; tending

		to oppose change. Traditional or restrained in style. Moderate; cautious.
<b>Tolerant</b>	Compassionate	Having or showing a sense of what is fitting and considerate in dealing with others; showing skill and sensitivity in dealing with people

**Using your Consultant Manual, look up and define the following Interests, and write some occupation suggestions.**

<b>Customer Service</b>	
Definition	These activities include greeting visitors to an office or business, giving information to callers over the phone, assisting customers in a store, scheduling appointments for others, registering hotel guests, and operating a cash register.
Potential Occupation	Cashier
<b>Religious</b>	
Definition	Teach spiritual principles, relate beliefs to others, conduct worship services, provide spiritual guidance
Potential Occupation	Minister, Rabbi,
<b>Athletic</b>	
Definition	These activities are competing while using athletic skills, participating in team sports, training in physical fitness, participating in physically challenging activities, coaching athletics, teaching sports activities in recreational facilities, scouting for a sports team, and officiating at sporting events.
Potential Occupation	Coach, Referee
<b>Consumer Service</b>	
Definition	
Potential Occupation	

**Using your Consultant Manual, write down the definition for each of the following Skill groups.**

Interpersonal:	Interpersonal: If you scored high in this category, people skills are a natural strength. You probably will do well in careers where you are required to interact with people on a regular basis. Your ability to communicate effectively and your strong interest in people will naturally generate opportunities for you to counsel, teach, or explain as part of your work. To maximize the use of these skills, be sure your work includes extensive involvement with people, as well as opportunities to communicate with others as an element of your regula
Management:	This career group centers on business-related activities, such as managing, selling, developing marketing strategies, as well as starting and operating a business. Occupations might include marketing representative, manager, insurance agent, stockbroker, business executive, and entrepreneur. Subjects include business administration, management, marketing, human resource management, a
Organizational:	Organizing: Individuals scoring high in the organizing section typically excel at

	assembling, storing, and retrieving information, data, and items in a systematic fashion. They naturally perceive how information, details, and things are kept accurate and in good order to maximize efficiency. Skills include
<b>Athletic:</b>	Athletic: People high in this skill group have a high level of physical coordination, athletic skills, hand-eye coordination, and a deep desire to compete. They also pursue discipline, training, healthy dietary habits, rigorous exercise, and adherence to athletic ideals. Training in the medical sciences is needed to acquire further knowledge of the human body, muscle groups, and rehabilitation procedures. 4. Clerical: Skill strengths include accurate record keeping, filing, typing, word processing, copying, knowled
<b>Musical:</b>	People who score high in the musical category typically have an innate ability to express rhythm, play musical instruments, interpret and express emotions or ideas vocally, understand musical symbols and theory, and differentiate qualities and pitches of tones. In addition, they usually have developed strong self-disciplines that enable them to faithfully commit to long hours of practic

**Using your Consultant Manual, write down the definition for each of the following Value terms.**

<b>Work Environment Values</b>	
<b>Adventure:</b>	You like to be where the action is even when it is somewhat risky. Experiencing adventure and working with the unknown and unexpected will keep you motivated in your work.
<b>Challenge:</b>	You need the opportunity to solve tough problems and work “make or break” issues. Look for difficult assignments and obstacles to overcome. Controversy is not a problem because you will enjoy restoring order where there is chaos.

<b>Work Outcome Values</b>	
<b>High Income:</b>	Highly rewarded financially for your efforts at work
<b>Helping Others:</b>	Contributing to the welfare of others is important to you

<b>Life Values</b>	
<b>Aesthetics:</b>	Honesty in area of life
<b>Integrity:</b>	Honesty in every area of life is a key value for you. You make every effort to keep your commitments and live by the highest standard of fairness and truth. To be sure you will not be asked to compromise your integrity, carefully evaluate the work environment and the leadership, as well as products and services of any organization you are considering for employment.