

Style Reading

ASSERTIVENESS		D	C	B	A
VOLUME		softer			louder
PACE		slower			faster
PERSONAL SPACE		away			in
COMMUNICATION		ask			tell
EMPHASIS		less			more
DECISION-MAKING		slower			faster

RESPONSIVENESS					
FACIAL EXPRESSIONS	GESTURES	INFLECTION	APPROACH	FOCUS	THINKING
1 less	1 less	1 less	1 serious	1 task	1 logic
2	2	2	2	2	2
3	3	3	3	3	3
4 more	4 more	4 more	4 fun loving	4 relationship	4 intuition

Average of all Assertiveness clues: _____

Average of all Responsiveness clues: _____

Style Reading: _____

Understanding **SOCIAL STYLE**

	Know Their Priority	Speak Their Language	Support Their Growth
ANALYTICAL	Get it correct	Provide information and time	Invite them to share their thinking
DRIVING	Get it done quickly	Focus on goals and deadlines	Encourage them to look for others' perspective
AMIALE	Get to it together	Offer support and open-mindedness	Suggest they take a strong stand
EXPRESSIVE	Get it further	Acknowledge their thoughts and feelings	Ask them to do reality checks

How to Adapt to Other **SOCIAL STYLES**

		Task			
Process	ANALYTICAL		DRIVING		Results
	• Pace yourself deliberately; speak quietly; stay on task • Don't overstate the advantages • Provide thinking time • Offer documentation • Ask: "What information do you need to make this decision?"		• Pace yourself fast; lean forward; stay on task • Respect time • Do what you say you'll do • Be straightforward • Show how the things you want relate to their goals		
	AMIALE		EXPRESSIVE		
	• Adopt a relaxed pace; leave time for personal talk; lean back • Emphasize team approach • Take time to build rapport • Discuss the human impact of proposals • Demonstrate loyalty and trustworthiness		• Pace yourself fast; use gestures and vocal inflection; be informal • Be curious about who they are • Be willing to "think out loud" • Acknowledge their contributions • Let them achieve results in their own way		
		Relationship			