

Communication Styles: A Self-Assessment Exercise

Instructions: Please select from each pair of attributes the one which is most typical of your personality. No pair is an either-or proposal. Make your choice as spontaneously as possible and circle the number before the statement. There is no wrong answer.

1. I like action.
2. I deal with problems in a systematic way.
3. I believe that teams are more effective than individuals.
4. I enjoy innovation very much.
5. I am more interested in the future than in the past.
6. I enjoy working with people.
7. I like to attend well-organized group meetings.
8. Deadlines are important for me.
9. I cannot stand procrastination.
10. I believe that new ideas have to be tested before being used.
11. I enjoy the stimulation of interaction with others.
12. I am always looking for new possibilities.
13. I want to set up my own objectives.
14. When I start something, I go through until the end.
15. I basically try to understand other people's emotions.
16. I do challenge people around me.
17. I look forward to receiving feedback on my performance.
18. I find the step-by-step approach very effective.
19. I think I am good at reading people.
20. I like creative problem solving.
21. I extrapolate and project all the time.
22. I am sensitive to others' needs.

23. Planning is the key to success.
24. I become impatient with long deliberations.
25. I am cool under pressure.
26. I value experience very much.
27. I listen to people.
28. People say that I am a fast thinker.
29. Cooperation is a key word for me.
30. I use logical methods to test alternatives.
31. I like to handle several projects at the same time.
32. I always question myself.
33. I learn by doing.
34. I believe that my head rules my heart.
35. I can predict how others may react to a certain action.
36. I do not like details.
37. Analysis should always precede action.
38. I am able to assess the climate of a group.
39. I have a tendency to start things and not finish them.
40. I perceive myself as decisive.
41. I search for challenging tasks.
42. I rely on observation and data.
43. I can express my feelings openly.
44. I like to design new projects.
45. I enjoy reading very much.
46. I perceive myself as a facilitator.

- 47. I like to focus on one issue at a time.
- 48. I like to achieve.

- 49. I enjoy learning about others.
- 50. I like variety.

- 51. Facts speak for themselves.
- 52. I use my imagination as much as possible.

- 53. I am impatient with long, slow assignments.
- 54. My mind never stops working.

- 55. Key decisions have to be made in a cautious way.
- 56. I strongly believe that people need each other to get things done.

- 57. I usually make decisions without thinking too much.
- 58. Emotions create problems.

- 59. I like to be liked by others.
- 60. I can put two and two together very quickly.

- 61. I try out my new ideas on people.
- 62. I believe in the scientific approach.

- 63. I like to get things done.
- 64. Good relationships are essential.

- 65. I am impulsive.
- 66. I accept differences in people.

- 67. Communicating with people is an end in itself.
- 68. I like to be intellectually stimulated.

- 69. I like to organize.
- 70. I usually jump from one task to another.

- 71. Talking and working with people is a creative art.
- 72. Self-actualization is a key word for me.

- 73. I enjoy playing with ideas.
- 74. I dislike wasting my time.

- 75. I enjoy doing what I am good at.
- 76. I learn by interacting with others.

- 77. I find abstractions interesting and enjoyable.
- 78. I am patient with details.

- 79. I like brief, to the point statements.
- 80. I feel confident in myself.

Scoring Sheet for the Communication Styles Assessment

Instructions: Circle the items you have selected and add up the totals for each style (one point per answer). The maximum is 20 per style and your total for the four styles should be 40.

Style	Circle your answer here	Total Score (max. 20)
Style 1	1 - 8 - 9 - 13 - 17 - 24 - 26 - 31 - 33 - 40 - 41 - 48 - 50 - 53 - 57 - 63 - 65 - 70 - 74 - 79	_____
Style 2	2 - 7 - 10 - 14 - 18 - 23 - 25 - 30 - 34 - 37 - 42 - 47 - 51 - 55 - 58 - 62 - 66 - 69 - 75 - 78	_____
Style 3	3 - 6 - 11 - 15 - 19 - 22 - 27 - 29 - 35 - 38 - 43 - 46 - 49 - 56 - 59 - 64 - 67 - 71 - 76 - 80	_____
Style 4	4 - 5 - 12 - 16 - 20 - 21 - 28 - 32 - 36 - 39 - 44 - 45 - 52 - 54 - 60 - 61 - 68 - 72 - 73 - 77	_____
		TOTAL of 40