

## Ways to Use DISC to be more Effective Every Day

High D's ~ Dominance			
How You Can Spot Them		What They Want From Others	
How They Talk	What They Do	High D's like others to be direct, straightforward, and open to their need for results	
<ul style="list-style-type: none"> <li>• Asks 'what' questions</li> <li>• Tells vs. Asks</li> <li>• Talks more than listens</li> <li>• Goes right to the issue</li> <li>• May be pushy, even rude</li> <li>• Fast speech</li> <li>• Authoritative tone of control</li> <li>• Uses acronyms, short sentences</li> <li>• Opens with opinions</li> </ul>	<ul style="list-style-type: none"> <li>• Task focus, results oriented</li> <li>• Impatient</li> <li>• Direct, forceful</li> <li>• Willing to get in trouble</li> <li>• Time conscious</li> <li>• Makes eye contact</li> <li>• History of achievement</li> <li>• May rely on instinct, feelings</li> <li>• Maverick</li> </ul>	You Should Try To	Be Ready For
		<ul style="list-style-type: none"> <li>• Communicate briefly / to the point</li> <li>• Respect their need for autonomy</li> <li>• Be clear on rules, expectations</li> <li>• Let them take the lead</li> <li>• Show your competence</li> <li>• Stick to the topic</li> <li>• Show independence</li> </ul>	<ul style="list-style-type: none"> <li>• Blunt, demanding approach</li> <li>• Lack of empathy</li> <li>• Lack of sensitivity</li> <li>• Little social interaction</li> </ul>
How To Manage Your High D's			
You Can Help Them Learn		They May Want From You / Your Organization	
<ul style="list-style-type: none"> <li>• Identifying with others</li> <li>• Empathy for and value others</li> <li>• More logic, less feelings</li> <li>• Listening skills</li> <li>• To 'soften' body language</li> </ul>	<ul style="list-style-type: none"> <li>• Ways to pace themselves</li> <li>• Relaxing</li> <li>• To be approachable</li> <li>• Complimenting others</li> <li>• To ask more questions</li> </ul>	<ul style="list-style-type: none"> <li>• Power and authority</li> <li>• A promotion</li> <li>• Prestige</li> <li>• Big challenges</li> <li>• Authority to make changes</li> </ul>	<ul style="list-style-type: none"> <li>• Results</li> <li>• To know the bottom line</li> <li>• Freedom from details</li> <li>• Direct answers</li> <li>• Flexibility</li> </ul>

High I's ~ Influence			
How You Can Spot Them		What They Want From Others	
How They Talk	What They Do	High I's like others to be friendly, emotionally honest, and recognize the I's contributions	
<ul style="list-style-type: none"> <li>• Asks 'who' questions</li> <li>• Tells vs. asks</li> <li>• Makes small talk</li> <li>• Goes off on tangents</li> <li>• Uses stories or anecdotes</li> <li>• Faster speech</li> <li>• Expresses their feelings</li> <li>• Shares personal emotions</li> <li>• Exaggerates</li> </ul>	<ul style="list-style-type: none"> <li>• Animated</li> <li>• Lots of facial expression</li> <li>• Spontaneous</li> <li>• Laughs out loud</li> <li>• Stylish dress</li> <li>• Shorter attention span</li> <li>• Warm</li> <li>• May approach you closely</li> </ul>	You Should Try To	Be Ready For
		<ul style="list-style-type: none"> <li>• Approach them informally</li> <li>• Be relaxed and sociable</li> <li>• Let them tell you how they feel</li> <li>• Keep the conversation light</li> <li>• Provide written details</li> <li>• Give public recognition</li> <li>• Use humor</li> </ul>	<ul style="list-style-type: none"> <li>• Attempts to persuade/influence</li> <li>• Need for the spotlight</li> <li>• Overestimates self / others</li> <li>• Overselling ideas</li> <li>• Vulnerable to feeling rejected</li> </ul>
How To Manage Your High I's			
You Can Help Them Learn		They May Want From You/ Your Organization	
<ul style="list-style-type: none"> <li>• More control of time</li> <li>• Objectivity</li> <li>• Emphasis on clear results</li> </ul>	<ul style="list-style-type: none"> <li>• Organization</li> <li>• Sense of urgency</li> <li>• Analysis of data</li> </ul>	<ul style="list-style-type: none"> <li>• Popularity</li> <li>• Visible rewards</li> <li>• Public recognition</li> </ul>	<ul style="list-style-type: none"> <li>• Casual warm relationships</li> <li>• Freedom from details</li> <li>• Approval And friendliness</li> </ul>

### High S's ~ Steadiness

How You Can Spot Them		What They Want From Others	
How They Talk	What They Do	High S's like others to be relaxed, agreeable, and cooperative, and to show appreciation	
<ul style="list-style-type: none"> <li>Asks 'how' questions</li> <li>Asks vs. Tells</li> <li>Listens more than talk</li> <li>Makes small talk</li> <li>Slow, steady delivery</li> <li>Reserved with opinions</li> <li>Lower volume</li> <li>Warmth in voice</li> </ul>	<ul style="list-style-type: none"> <li>Consults others</li> <li>Friendly functional work area</li> <li>Casual relaxed walk</li> <li>Patient, accepting</li> <li>Service oriented</li> <li>Embarrassed by recognition</li> <li>Subdued clothing</li> </ul>	You Should Try To	Be Ready For
		<ul style="list-style-type: none"> <li>Be logical and systematic</li> <li>Provide a secure environment</li> <li>Tell them about change early</li> <li>Use sincere appreciation</li> <li>Show how they are important</li> <li>Let them go slow into change</li> </ul>	<ul style="list-style-type: none"> <li>Friendly approach to others</li> <li>Resistance to change</li> <li>Difficulty prioritizing</li> <li>Difficulty with deadlines</li> </ul>
<b>How To Manage Your High S's</b>			
You Can Help Them Learn		They May Want From You/ Your Organization	
<ul style="list-style-type: none"> <li>Openness to change</li> <li>Self affirmation</li> <li>How to make their accomplishments known</li> </ul>	<ul style="list-style-type: none"> <li>Short cut methods</li> <li>Effective presentation skills</li> <li>Believing their successes are worthwhile</li> </ul>	<ul style="list-style-type: none"> <li>Sincerity</li> <li>Private appreciation</li> <li>Happy, calm relationships</li> <li>Standard procedures</li> </ul>	<ul style="list-style-type: none"> <li>Security</li> <li>Time to adjust to changes</li> <li>Stability</li> <li>Listening</li> </ul>

### High C's ~ Conscientious

How You Can Spot Them		What They Want From Others	
How They Talk	What They Do	High C's like others to minimize socializing, and give details; they value accuracy and attention to detail	
<ul style="list-style-type: none"> <li>Asks 'why' questions</li> <li>Asks vs. tells</li> <li>Listens more than talks</li> <li>Not a lot of reaction</li> <li>Slower speech</li> <li>Lower volume</li> <li>Prefers to talk vs. writing</li> <li>Gets to point but likes to talk</li> <li>Precise, detailed speech</li> </ul>	<ul style="list-style-type: none"> <li>Focus on task and process</li> <li>Orderly</li> <li>Meticulous</li> <li>Precise, accurate</li> <li>'Sterile' work area</li> <li>Time conscious</li> <li>Hard to read</li> <li>Diplomatic</li> <li>Wants to be right</li> </ul>	You Should Try To	Be Ready For
		<ul style="list-style-type: none"> <li>Give clear expectations / deadlines</li> <li>Show dependability</li> <li>Show loyalty</li> <li>Be tactful and reserved</li> <li>Honor precedents</li> <li>Be precise and focused</li> <li>Value high standards</li> </ul>	<ul style="list-style-type: none"> <li>Discomfort with ambiguity</li> <li>Resistance to vague information</li> <li>Desire to double check</li> <li>Little need to be with others people</li> </ul>
<b>How To Manage Your High C's</b>			
You Can Help Them Learn		They May Want From You/ Your Organization	
<ul style="list-style-type: none"> <li>Handling conflict</li> <li>To ask for support</li> <li>Group participation skills</li> </ul>	<ul style="list-style-type: none"> <li>Acceptance of others' ideas</li> <li>Handling ambiguity</li> <li>Acceptance of their limits</li> </ul>	<ul style="list-style-type: none"> <li>Clear expectations</li> <li>Limited exposure</li> <li>Businesslike environment</li> <li>References and verification</li> </ul>	<ul style="list-style-type: none"> <li>No sudden changes</li> <li>Personal autonomy</li> <li>Chance to show expertise</li> <li>Attention to their objectives</li> </ul>