

Action planning worksheet

What are your top insights from your report and the session about your communication strengths?

Write your response here.



What one specific thing are you going to try to make the most of these strengths?

Write your response here.

Write the name of a specific colleague or stakeholder who you'd like to communicate with better.

Write your response here.

Which of the blind spots in your report describe your behavior when communicating or interacting with this person?

Write your response here.

To what extent are any of these behaviors hindering your effectiveness?

Write your response here.

Which of the suggested remedies are you going to try out with this individual?

Write your response here.

How will you know if your experiments with adapting your style with this person are proving effective?

Write your response here.

