

TNA

Training Recommendations based on the REACH Profile for all respondents on the Demo Surveys December.

10 Nov 2023





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Consolidated courses recommendations

Advanced Skills for Elite PA's and EA's

- Charles Poulton
- Dr Max Plank
- Janelle Fromm
- John Belchamber
- Josh McKenzie
- Paul Findlay
- Sophia Ramirez
- Zhang Wei

Assertiveness and Self Confidence Training

- Dr Max Plank
- Janelle Fromm
- John Belchamber
- Josh McKenzie
- Paul Findlay
- Sophia Ramirez

Body Language Training

- Charles Poulton
- John Belchamber
- Paul Findlay

Business Etiquette Training

- Charles Poulton
- John Belchamber
- Paul Findlay

Business Writing Essentials for the Modern Workplace

- Charles Poulton
- Josh McKenzie
- Sophia Ramirez
- Zhang Wei

Business Writing for the Digital Era

- Charles Poulton
- Dr Max Plank
- Duc Nguyen
- Josh McKenzie
- Morten Zimbelist
- Sophia Ramirez
- Zhang Wei

Communication Skills Training

Charles Poulton





- John Belchamber
- Paul Findlay

Conflict Resolution Training

- Dr Max Plank
- John Belchamber
- Josh McKenzie
- Paul Findlay
- Sophia Ramirez

Cross Cultural Communication

- Charles Poulton
- Dimitra Developer
- Duc Nguyen
- John Belchamber
- Paul Findlay

Customer Service Training

- Charles Poulton
- John Belchamber
- Paul Findlay

Dealing With Difficult People in the Workplace

- Dr Max Plank
- John Belchamber
- Josh McKenzie
- Paul Findlay
- Sophia Ramirez

Emotional Intelligence (EQ) Training

- Charles Poulton
- John Belchamber
- Paul Findlay

Foundation Skills for Elite Personal Assistants and Executive Assistants Training Course

- Daphne Churchill
- Janelle Fromm
- Morten Zimbelist

Leadership Development Training

- Daphne Churchill
- Janelle Fromm
- Morten Zimbelist

Lean Six Sigma Black Belt Certification Training - Signature Series

- Daphne Churchill
- Dr Max Plank





- Duc Nguyen
- Janelle Fromm
- Morten Zimbelist

Lean Six Sigma Green Belt Certification Training - Signature Series

- Daphne Churchill
- Dr Max Plank
- Duc Nguyen
- Janelle Fromm
- Morten Zimbelist

Lean Six Sigma Yellow Belt Certification Training Signature Series

- Daphne Churchill
- Dr Max Plank
- Duc Nguyen
- Janelle Fromm
- Morten Zimbelist

Manage People and Performance Training

- Daphne Churchill
- Dr Max Plank
- Duc Nguyen
- Janelle Fromm
- Morten Zimbelist
- Zhang Wei

PPA - Building Team Synergy

- Charles Poulton
- Dimitra Developer
- Josh McKenzie
- Sophia Ramirez
- Zhang Wei

PPA - Identifying Difference as Opportunities

- Charles Poulton
- Dimitra Developer
- Josh McKenzie
- Sophia Ramirez
- Zhang Wei

PPA - Problem Solving with a Growth Mindset

- Dr Max Plank
- Duc Nguyen
- Morten Zimbelist

Professional Telephone Skills

- Charles Poulton
- John Belchamber





Paul Findlay

Retail Sales Training

- Charles Poulton
- John Belchamber
- Paul Findlay

Sales Training

- Charles Poulton
- John Belchamber
- Paul Findlay

Supervising Others Training

- Daphne Churchill
- Dimitra Developer
- Dr Max Plank
- Duc Nguyen
- Janelle Fromm
- John Belchamber
- Josh McKenzie
- Morten Zimbelist
- Paul Findlay
- Sophia Ramirez

The 10 Dimensions of Effective Leadership

- Charles Poulton
- Daphne Churchill
- Dimitra Developer
- Dr Max Plank
- Duc Nguyen
- Janelle Fromm
- John Belchamber
- Josh McKenzie
- Morten Zimbelist
- Paul Findlay
- Sophia Ramirez
- Zhang Wei

Time Management for Managing Projects and Complex Tasks

- Daphne Churchill
- Janelle Fromm
- Morten Zimbelist

Time Management for the Modern Individual

- Charles Poulton
- Daphne Churchill
- Janelle Fromm
- Josh McKenzie
- Morten Zimbelist





- Sophia Ramirez
- Zhang Wei

Train the Trainer Training

- Daphne Churchill
- Dr Max Plank
- Duc Nguyen
- Janelle Fromm
- Morten Zimbelist



Personal REACH Development Plan for Charles Poulton

The goal of this development plan is to provide Charles Poulton with the clarity of their current development priorities. After training and/or coaching Charles Poulton will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	3.00						
Cultivating team spirit	3.80	4.00						
Identifying personal needs	3.57	2.00						
Recognizing others' efforts	3.87	3.00						
Average:	3.76	3.00	More Challe	enging	Мос	derate	Comfo	More
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	3.00						
Easing tensions during conflict	3.53	3.00						
Finding opportunities for synergy	3.55	4.00						
Rallying others around a cause	3.69	4.00						
Average:	3.61	3.50	More Challe	enging	Мос	derate	Comfo	More ertable
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	4.00						
Evaluating individual performance	3.59	3.00						
Exercising control over processes	3.51	4.00						
Guiding team during change	3.43	4.00						
Average:	3.55	3.75	More Challe	enging	М	oderate	Com	More fortable
Advising Characteristics	Population	Self-	0	1	2	3	4	5

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Average:	3.55	3.75	More Challenging	M	oderate	Comf	More ortable
Advising Characteristics	Population Average	Self- rating	0 1	2	3	4	5
Addressing quality concerns	3.58	5.00					
Aligning resources with needs	3.48	5.00					
Designing team structure/function	3.50	5.00					
Integrating diverse perspectives	3.58	3.00					
Average:	3.54	4.50	More Challenging	М	oderate	Comfo	More



Charles Poulton Current Development Priorities



Developing Counselor Skills (the "Who") They should consider this list of courses:

Identifying personal needs

- PPA Building Team Synergy
- PPA Identifying Difference as Opportunities
- Advanced Skills for Elite PA's and EA's
- Business Writing Essentials for the Modern Workplace
- Business Writing for the Digital Era
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual



Developing Coach Skills (the "Why") They should consider this list of courses:

Building rapport

- Communication Skills Training
- Customer Service Training
- Professional Telephone Skills
- Sales Training
- Retail Sales Training
- Emotional Intelligence (EQ) Training
- Body Language Training
- Business Etiquette Training
- Cross Cultural Communication

- · Identifying and overcoming a weakness
- Matching and mirroring
- Resolving internal conflict



Personal REACH Development Plan for Daphne Churchill

The goal of this development plan is to provide Daphne Churchill with the clarity of their current development priorities. After training and/or coaching Daphne Churchill will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	5.00						
Cultivating team spirit	3.80	5.00						
Identifying personal needs	3.57	5.00						
Recognizing others' efforts	3.87	4.00						
Average:	3.76	4.75	More Challe	enging	Mod	derate	Comfor	More table
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	4.00						
Easing tensions during conflict	3.53	3.00						
Finding opportunities for synergy	3.55	3.00						
Rallying others around a cause	3.69	3.00						
Average:	3.61	3.25	More Challe	enging	Mod	derate	Comfor	More table
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	4.00						
Evaluating individual performance	3.59	3.00						
Exercising control over processes	3.51	3.00						
Guiding team during change	3.43	3.00						
Average:	3.55	3.25	More Challe	enging	М	oderate	Comf	More ortable
Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Addressing quality concerns	3.58	3.00						

3.48

3.50

3.58

3.54

Average:

3.00 4.00

3.00

3.25

More

Challenging



Moderate

More



Daphne Churchill Current Development Priorities



Developing Driver Skills (the "What") They should consider this list of courses:

Evaluating individual performance

- Supervising Others Training
- Leadership Development Training
- Manage People and Performance Training
- The 10 Dimensions of Effective Leadership
- Train the Trainer Training

Exercising control over processes

- Time Management for Managing Projects and Complex Tasks
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Foundation Skills for Elite Personal Assistants and Executive Assistants Training Course
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual
- Train the Trainer Training

- · Giving feedback using the SBI model
- Keeping control of tasks and operations
- · Problem solving and the ladder of inference



The goal of this development plan is to provide Dimitra Developer with the clarity of their current development priorities. After training and/or coaching Dimitra Developer will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives





Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	3.00						
Cultivating team spirit	3.80	3.00						
Identifying personal needs	3.57	3.00						
Recognizing others' efforts	3.87	3.00						
Average:	3.76	3.00	More Chall	enging	Mod	derate	Comfor	More rtable
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	4.00						
Easing tensions during conflict	3.53	4.00						
Finding opportunities for synergy	3.55	4.00						
Rallying others around a cause	3.69	4.00						
Average:	3.61	4.00	More Challe	enging	Mod	derate	Comfor	More rtable
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	3.00						
Evaluating individual performance	3.59	3.00						
Exercising control over processes	3.51	3.00						
Guiding team during change	3.43	4.00						
Average:	3.55	3.25	More	!	M	oderate	Comf	More fortable
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Advising Characteristics	Population Average	Self- rating	0	1 1	2	3	4	5

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More

Challenging

3.48

3.50

3.58

3.54

Average:



Moderate

More

Dimitra Developer Current Development Priorities

TNA Profiles Group



REACH

Developing Counselor Skills (the "Who") They should consider this list of courses:

Assimilating team members

- Supervising Others Training
- Cross Cultural Communication
- The 10 Dimensions of Effective Leadership

Cultivating team spirit

- PPA Building Team Synergy
- PPA Identifying Difference as Opportunities
- PPA Taking Productivity to the Next Level
- The 10 Dimensions of Effective Leadership

- New manager assimilation
- Involve your team in creating an upbeat culture
- · Identifying and overcoming a weakness



Personal REACH Development Plan for Dr Max Plank

The goal of this development plan is to provide Dr Max Plank with the clarity of their current development priorities. After training and/or coaching Dr Max Plank will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.



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Achieving Goals

Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	3.00						
Cultivating team spirit	3.80	3.00						
Identifying personal needs	3.57	3.00						
Recognizing others' efforts	3.87	5.00						
Average:	3.76	3.50	More Challe	enging	Mod	lerate	Comfor	More table
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	5.00						
Easing tensions during conflict	3.53	2.00						
Finding opportunities for synergy	3.55	4.00						
Rallying others around a cause	3.69	3.00						
Average:	3.61	3.50	More Challe	enging	Mod	lerate	Comfor	More table
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	4.00						
Evaluating individual performance	3.59	4.00						
	5.55	4.00						
Exercising control over processes	3.51	4.00						
Exercising control over processes Guiding team during change								
	3.51	4.00	More Challe	enging	M	oderate	Comf	
Guiding team during change Average:	3.51 3.43	4.00 3.00		enging 1	M 2	oderate	Comf	
Guiding team during change Average:	3.51 3.43 3.55 Population	4.00 3.00 3.75 Self-	Challe					More ortable
Guiding team during change Average: Advising Characteristics	3.51 3.43 3.55 Population Average	4.00 3.00 3.75 Self-rating	Challe					ortable
Guiding team during change Average: Advising Characteristics Addressing quality concerns	3.51 3.43 3.55 Population Average 3.58	4.00 3.00 3.75 Self-rating 2.00	Challe					ortable
Advising Characteristics Addressing quality concerns Aligning resources with needs	3.51 3.43 3.55 Population Average 3.58 3.48	4.00 3.00 3.75 Self-rating 2.00 4.00	Challe					ortable





Dr Max Plank Current Development Priorities



Developing Coach Skills (the "Why") They should consider this list of courses:

Easing tensions during conflict

- Assertiveness and Self Confidence Training
- Conflict Resolution Training
- Supervising Others Training
- Advanced Skills for Elite PA's and EA's
- Dealing With Difficult People in the Workplace
- The 10 Dimensions of Effective Leadership



Developing Advisor Skills (the "How") They should consider this list of courses:

Addressing quality concerns

- Train the Trainer Training
- PPA Problem Solving with a Growth Mindset
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Business Writing for the Digital Era
- Manage People and Performance Training
- The 10 Dimensions of Effective Leadership

- · Resolving internal conflict
- Using the 5 Whys technique
- New manager assimilation



The goal of this development plan is to provide Duc Nguyen with the clarity of their current development priorities. After training and/or coaching Duc Nguyen will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	2.00						
Cultivating team spirit	3.80	3.00						
Identifying personal needs	3.57	4.00						
Recognizing others' efforts	3.87	3.00						
Average:	3.76	3.00	More Challe	nging	Mod	lerate	Comfo	More rtable
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	5.00						
Easing tensions during conflict	3.53	4.00						
Finding opportunities for synergy	3.55	4.00						
Rallying others around a cause	3.69	5.00						
Average:	3.61	4.50	More Challe	nging	Mod	erate	Comfo	More rtable
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	5.00						
Evaluating individual performance	3.59	4.00						
Exercising control over processes	3.51	4.00						
Guiding team during change	3.43	3.00						
Average:	3.55	4.00	More Challe	nging	Me	oderate	Comf	More fortable
Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Addressing quality concerns	3.58	3.00						

3.00

4.00

3.00

3.25

More

Challenging

3.48

3.50

3.58

3.54

Average:



Moderate

More



Duc Nguyen Current Development Priorities



Developing Counselor Skills (the "Who") They should consider this list of courses:

Assimilating team members

- Supervising Others Training
- Cross Cultural Communication
- The 10 Dimensions of Effective Leadership



Developing Advisor Skills (the "How") They should consider this list of courses:

Addressing quality concerns

- Train the Trainer Training
- PPA Problem Solving with a Growth Mindset
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Business Writing for the Digital Era
- Manage People and Performance Training
- The 10 Dimensions of Effective Leadership

- New manager assimilation
- Using the 5 Whys technique
- Using a RACI chart



Personal REACH Development Plan for Janelle Fromm

The goal of this development plan is to provide Janelle Fromm with the clarity of their current development priorities. After training and/or coaching Janelle Fromm will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	4.00						
Cultivating team spirit	3.80	4.00						
Identifying personal needs	3.57	5.00						
Recognizing others' efforts	3.87	5.00						
Average:	3.76	4.50	More Challe	enging	Mod	lerate	Comfor	More table
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	4.00						
Easing tensions during conflict	3.53	3.00						
Finding opportunities for synergy	3.55	3.00						
Rallying others around a cause	3.69	3.00						
Average:	3.61	3.25	More Challe	enging	Mod	lerate	Comfor	More table
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	2.00						
Evaluating individual performance	3.59	2.00						
Exercising control over processes	3.51	1.00						
Guiding team during change	3.43	4.00						
Average:	3.55	2.25	More Challe	enging	M	oderate	Comf	More ortable
Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Addressing quality concerns	3.58	3.00						

2.00

2.00

4.00

2.75

More

Challenging

3.48

3.50

3.58

3.54

Average:





Moderate

More

REACH

Janelle Fromm Current Development Priorities



Developing Driver Skills (the "What") They should consider this list of courses:

Exercising control over processes

- <u>Time Management for Managing Projects and Complex Tasks</u>
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Foundation Skills for Elite Personal Assistants and Executive Assistants Training Course
- The 10 Dimensions of Effective Leadership
- <u>Time Management for the Modern Individual</u>
- Train the Trainer Training

Establishing clear expectations

- Supervising Others Training
- Leadership Development Training
- Assertiveness and Self Confidence Training
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Advanced Skills for Elite PA's and EA's
- Foundation Skills for Elite Personal Assistants and Executive Assistants Training Course
- Manage People and Performance Training
- Minute-Taking Training
- The 10 Dimensions of Effective Leadership
- Time Management for Managing Projects and Complex Tasks

- Keeping control of tasks and operations
- How clear are you in defining requirements?
- Giving feedback using the SBI model

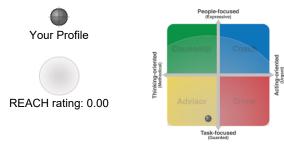


Personal REACH Development Plan for John Belchamber

The goal of this development plan is to provide John Belchamber with the clarity of their current development priorities. After training and/or coaching John Belchamber will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Designing team structure/function

Integrating diverse perspectives



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	5.00						
Cultivating team spirit	3.80	5.00						
Identifying personal needs	3.57	5.00						
Recognizing others' efforts	3.87	5.00						
Average:	3.76	5.00	More Challe	More Challenging		derate	Comfo	More table
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	5.00						
Easing tensions during conflict	3.53	5.00						
Finding opportunities for synergy	3.55	5.00						
Rallying others around a cause	3.69	5.00						
Average:	3.61	5.00	More Chall	enging	Mod	derate	Comfo	More table
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	5.00						
Evaluating individual performance	3.59	5.00						
Exercising control over processes	3.51	5.00						
Guiding team during change	3.43	5.00						
Average:	3.55	5.00	More Chall	enging	M	oderate	Comf	More ortable
Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Addressing quality concerns	3.58	5.00						
Aligning resources with needs	3.48	5.00						

3.50

3.58

3.54

Average:

5.00

5.00

5.00

More

Challenging



Moderate

More

John Belchamber Current Development Priorities



Developing Coach Skills (the "Why") They should consider this list of courses:

Building rapport

- Communication Skills Training
- Customer Service Training
- Professional Telephone Skills
- Sales Training
- Retail Sales Training
- Emotional Intelligence (EQ) Training
- Body Language Training
- Business Etiquette Training
- Cross Cultural Communication

Easing tensions during conflict

- Assertiveness and Self Confidence Training
- Conflict Resolution Training
- Supervising Others Training
- Advanced Skills for Elite PA's and EA's
- Dealing With Difficult People in the Workplace
- The 10 Dimensions of Effective Leadership

- · Matching and mirroring
- Resolving internal conflict
- · Knowing my team's strengths



Personal REACH Development Plan for Josh McKenzie

The goal of this development plan is to provide Josh McKenzie with the clarity of their current development priorities. After training and/or coaching Josh McKenzie will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	3.00						
Cultivating team spirit	3.80	3.00						
Identifying personal needs	3.57	2.00						
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Average:	3.76	2.75	More Challe	enging	Mod	derate	Comfor	More table
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Easing tensions during conflict	3.53	2.00						
Finding opportunities for synergy	3.55	4.00						
Rallying others around a cause	3.69	3.00						
Average:	3.61	3.00	More Challe	enging	Mod	Moderate		More table
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	5.00						
Evaluating individual performance	3.59	4.00						
Exercising control over processes	3.51	5.00						
Guiding team during change	3.43	4.00						
Average:	3.55	4.50	More Challe	enging	M	oderate	Comf	More ortable
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Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Advising Characteristics Addressing quality concerns	•		0	1	2	3	4	

4.00

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More

Challenging

3.48

3.50

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3.54

Average:



Moderate

More

Josh McKenzie Current Development Priorities



Developing Counselor Skills (the "Who") They should consider this list of courses:

Identifying personal needs

- PPA Building Team Synergy
- PPA Identifying Difference as Opportunities
- Advanced Skills for Elite PA's and EA's
- Business Writing Essentials for the Modern Workplace
- Business Writing for the Digital Era
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual



Developing Coach Skills (the "Why") They should consider this list of courses:

Easing tensions during conflict

- Assertiveness and Self Confidence Training
- Conflict Resolution Training
- Supervising Others Training
- Advanced Skills for Elite PA's and EA's
- Dealing With Difficult People in the Workplace
- The 10 Dimensions of Effective Leadership

- Identifying and overcoming a weakness
- Resolving internal conflict
- New manager assimilation



Personal REACH Development Plan for Morten Zimbelist

The goal of this development plan is to provide Morten Zimbelist with the clarity of their current development priorities. After training and/or coaching Morten Zimbelist will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives



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nt, REACH Zone and have a positive imp	act.					(Guai	rded)	
Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	4.00						
Cultivating team spirit	3.80	3.00						
Identifying personal needs	3.57	3.00						
Recognizing others' efforts	3.87	4.00						
Average:	3.76	3.50	More Challe	enging	Mod	lerate	Comfo	More table
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	5.00						
Easing tensions during conflict	3.53	4.00						
Finding opportunities for synergy	3.55	5.00						
Rallying others around a cause	3.69	5.00						
Average:	3.61	4.75	More Challe	enging	Mod	lerate	Comfo	More table
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	3.00						
Evaluating individual performance	3.59	2.00						
Exercising control over processes	3.51	2.00						
Guiding team during change	3.43	2.00						
Average:	3.55	2.25	More Challe	enging	Me	oderate	Comf	More ortable
Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Addressing quality concerns	3.58	2.00						

3.48

3.50

3.58

3.54

Average:

2.00

3.00

3.00

2.50

More

Challenging

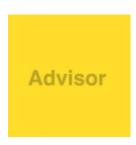




Moderate

More

Morten Zimbelist Current Development Priorities



Developing Advisor Skills (the "How")

They should consider this list of courses:

Addressing quality concerns

- Train the Trainer Training
- PPA Problem Solving with a Growth Mindset
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Business Writing for the Digital Era
- Manage People and Performance Training
- The 10 Dimensions of Effective Leadership

Aligning resources with needs

- Supervising Others Training
- Time Management for Managing Projects and Complex Tasks
- Leadership Development Training
- Lean Six Sigma Black Belt Certification Training Signature Series
- Lean Six Sigma Green Belt Certification Training Signature Series
- Lean Six Sigma Yellow Belt Certification Training Signature Series
- Foundation Skills for Elite Personal Assistants and Executive Assistants Training Course
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual

- Using the 5 Whys technique
- Using a RACI chart
- Involve your team in creating an upbeat culture



The goal of this development plan is to provide Paul Findlay with the clarity of their current development priorities. After training and/or coaching Paul Findlay will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	5.00						
Cultivating team spirit	3.80	5.00						
Identifying personal needs	3.57	5.00						
Recognizing others' efforts	3.87	5.00						
Average:	3.76	5.00	More Challe	enging	Mod	lerate	Comfor	More table
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	5.00						
Easing tensions during conflict	3.53	5.00						
Finding opportunities for synergy	3.55	5.00						
Rallying others around a cause	3.69	5.00						
Average:	3.61	5.00	More Challe	enging	Mod	lerate	Comfor	More table
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	5.00						
Evaluating individual performance	3.59	5.00						
	3.51	5.00						
Exercising control over processes	3.51	0.00						
Exercising control over processes Guiding team during change	3.43	5.00						
			More Challe	enging	M	oderate	Comf	More ortable
Guiding team during change	3.43	5.00		enging	M 2	oderate	Comf	
Guiding team during change Average:	3.43 3.55 Population	5.00 5.00 Self-	Challe					ortable

3.48

3.50

3.58

3.54

Average:

5.00

5.00

5.00

5.00

More

Challenging

Achieving Goals

Moderate

More

Paul Findlay Current Development Priorities



Developing Coach Skills (the "Why") They should consider this list of courses:

Building rapport

- Communication Skills Training
- Customer Service Training
- Professional Telephone Skills
- Sales Training
- Retail Sales Training
- Emotional Intelligence (EQ) Training
- Body Language Training
- Business Etiquette Training
- Cross Cultural Communication

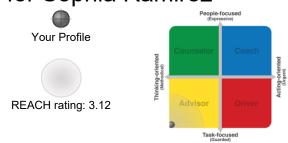
Easing tensions during conflict

- Assertiveness and Self Confidence Training
- Conflict Resolution Training
- Supervising Others Training
- Advanced Skills for Elite PA's and EA's
- Dealing With Difficult People in the Workplace
- The 10 Dimensions of Effective Leadership

- · Matching and mirroring
- Resolving internal conflict
- · Knowing my team's strengths



The goal of this development plan is to provide Sophia Ramirez with the clarity of their current development priorities. After training and/or coaching Sophia Ramirez will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.



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Achieving Goals

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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	3.00						
Cultivating team spirit	3.80	3.00						
Identifying personal needs	3.57	1.00						
Recognizing others' efforts	3.87	2.00						
Average:	3.76	2.25	More Challe	enging	Mod	derate	Comfo	More rtable
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	3.00						
Easing tensions during conflict	3.53	2.00						
Finding opportunities for synergy	3.55	3.00						
Rallying others around a cause	3.69	2.00						
Average:	3.61	2.50	More Challe	re Moderate allenging		Comfo	More rtable	
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	4.00						
Evaluating individual performance	3.59	4.00						
Exercising control over processes	3.51	3.00						
Guiding team during change	3.43	3.00						
Average:	3.55	3.50	More Challe	enging	M	oderate	Comf	More fortable

Average:	3.54	4.25	More Challenging		Moderate		Comf	More ortable
Integrating diverse perspectives	3.58	3.00						
Designing team structure/function	3.50	4.00						
Aligning resources with needs	3.48	5.00						
Addressing quality concerns	3.58	5.00						
Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Average:	3.55	3.50	More Challe	enging	M	oderate	More Comfortable	
Guiding team during change	3.43	3.00						
Exercising control over processes	3.51	3.00						
= - aa ga p aa	0.00							

Sophia Ramirez Current Development Priorities



Developing Counselor Skills (the "Who") They should consider this list of courses:

Identifying personal needs

- PPA Building Team Synergy
- PPA Identifying Difference as Opportunities
- Advanced Skills for Elite PA's and EA's
- Business Writing Essentials for the Modern Workplace
- Business Writing for the Digital Era
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual



Developing Coach Skills (the "Why") They should consider this list of courses:

Easing tensions during conflict

- Assertiveness and Self Confidence Training
- Conflict Resolution Training
- Supervising Others Training
- Advanced Skills for Elite PA's and EA's
- Dealing With Difficult People in the Workplace
- The 10 Dimensions of Effective Leadership

- Identifying and overcoming a weakness
- Resolving internal conflict
- Using stories to persuade

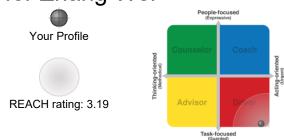


The goal of this development plan is to provide Zhang Wei with the clarity of their current development priorities. After training and/or coaching Zhang Wei will commonly see their development priorities change next time they take the REACH Profile. By retaking the survey, they can maintain an ongoing targeted development journey that will grow REACH Quotient, REACH Zone and have a positive impact.

Aligning resources with needs

Designing team structure/function

Integrating diverse perspectives



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Counseling Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Assimilating team members	3.81	3.00						
Cultivating team spirit	3.80	3.00						
Identifying personal needs	3.57	2.00						
Recognizing others' efforts	3.87	2.00						
Average:	3.76	2.50	More Challe	enging	Moderate		More Comfortable	
Coaching Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Building rapport	3.67	3.00						
Easing tensions during conflict	3.53	2.00						
Finding opportunities for synergy	3.55	4.00						
Rallying others around a cause	3.69	3.00						
Average:	3.61	3.00	More Challe	enging	Moderate		More Comfortable	
Driving Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Establishing clear expectations	3.68	4.00						
Evaluating individual performance	3.59	5.00						
Exercising control over processes	3.51	5.00						
Guiding team during change	3.43	4.00						
Average:	3.55	4.50	More Modera Challenging		oderate	More Comfortable		
Advising Characteristics	Population Average	Self- rating	0	1	2	3	4	5
Addressing quality concerns	3.58	4.00						

2.00

2.00

3.00

2.75

More

Challenging

3.48

3.50

3.58

3.54

Average:

Achieving Goals

Moderate

More



Zhang Wei Current Development Priorities



Developing Counselor Skills (the "Who") They should consider this list of courses:

Identifying personal needs

- PPA Building Team Synergy
- PPA Identifying Difference as Opportunities
- Advanced Skills for Elite PA's and EA's
- Business Writing Essentials for the Modern Workplace
- Business Writing for the Digital Era
- The 10 Dimensions of Effective Leadership
- Time Management for the Modern Individual

Recognizing others' efforts

- PPA Identifying Difference as Opportunities
- Manage People and Performance Training
- The 10 Dimensions of Effective Leadership

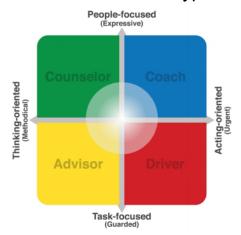
Coaching Activities (recommended in the REACH Coaches Companion)

- · Identifying and overcoming a weakness
- Recognizing other's efforts
- Resolving internal conflict



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Recommendations: Type 2: Trait/Awareness-based RQ Elements



Developing Awareness of Self and Others - Trait Based Elements of RQ

- Communication Skills Training
- Facilitation Skills Training
- Emotional Intelligence (EQ) Training
- Body Language Training
- Advanced Facilitation Skills Training

Developing Resilience and Adaptability – Preparing for change today and tomorrow

- PPA Building Team Synergy
- PPA Resilience and You Training
- PPA Problem Solving with a Growth Mindset
- PPA Identifying Difference as Opportunities





Contact Information

For more information regarding the REACH suite of products and services available to help you develop and coach high performers, please contact your REACH Partner:



REACH LX Platform

REACH Certified Practitioner | Thank you for participating





Important Note

The information contained herein describes certain behavioral preferences and tendencies derived from the participants' self-reporting. While such patterns of behavior tend to be consistent over time, these can change based on circumstances beyond the scope of what has been measured by this survey. Therefore, this information does not represent a comprehensive measure of psychological traits, nor does it claim to represent a prediction of future behavior. No part of this information is intended to convey a psychological, medical, or psychiatric evaluation, and in no way is this information intended to convey an evaluation of employability. This information is intended to provide insight that is useful in coaching, team-building, and other aspects of professional development and training. No employment decision should be made based, in whole or in part, on the results contained herein, and no indication of suitability for employment should be inferred or implied based on the REACH Culture Survey.

