

REPORT CARD

Directions: Grade yourself on how well you are thriving in the world of work.

A	B	C	D
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It Begins with an Internal Compass

- I am values-driven in work and in life.
- I have a winning attitude and approach to work.
- I know what I am good at and what skills and interests motivate me.
- I can articulate the value I bring to an organization.

The Network is the Computer ... and Your Career

- I avoid the “survivor syndrome.” I can’t be the last on the island.
- I have developed strong relationships at work and I have a sponsor or mentor.
- I have built a community of external relationships and I connect regularly.
- I am known as a giver, rather than a taker.

Take the “Orient Express”

- I have learned the organizational culture, expectations, and critical success factors.
- I have adapted to the organizational system.
- I have gained an understanding of the job and schedule performance check-ups regularly.
- I have developed helicoptering skills.

Invest in Lifelong Learning

- I am on a steep learning curve.
- I know what I need to learn in my job and career.
- I have a personal development plan and it’s being implemented.

Develop Workplace Effectiveness Skills

- I am growing my “power” and “saving grace” skills.
- I understand the trade-offs of productivity vs. human relationships.
- I know when to ask for help!
- I understand how to pace myself to manage expectations, avoid stress and burn out.

Operate in Real Time: Don’t Wait for the Perfect Answer

- I am able to make decisions in the moment and move forward without all the answers.
- I have a good sense of trends and where things are headed.
