

# A Note About [REDACTED]

You've taken the [REDACTED] online assessment, and you've learned a great deal about your own aptitudes and interests in detail. You've explored your language and picked the terms and statements that apply to the ways you work and think. Now you're ready to start talking to other people who can help you build and pursue your plan.

## This guide is designed to help you:

### **Talk with family**

to help them understand your aptitudes, and also your questions and decisions. You could use their support!

### **Talk with teachers and counselors**

to ask for their ideas and advice about how to pursue your goals. They've seen a lot: bring them onto your team.

### **Get recommendations**

for training programs, college, internships and jobs. The more your recommenders know about your strengths, the better they can promote you to those who don't know you yet.

## How to use this guide:

Read it yourself, then give this guide to your family, teachers and counselors. Give it to anyone you've asked to write recommendations for you: for school, job or internship applications. Encourage them to read it carefully. This guide explains your particular aptitudes and interests in a way that others can understand, and then better help you. Here's what this guide gives them:

### **TERMS THAT DESCRIBE YOU**

Words and phrases to use in resumes, letters, and essays

### **YOUR HIGHLIGHTS**

Statements about you and your aptitudes

Sure, they're helping you. But with this guide, you make their job a lot easier.

[REDACTED]

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# Terms That Describe Me

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Here are some key words and phrases to use in letters, essays, resumes, and interviews.

**Team Oriented**  
**Brings Out The Best In**  
**Others**  
**Collaborative**  
**Socially Flexible**  
**Balanced Focus**  
**Goal Setter**  
**Good Vocabulary**

**Good Communicator**  
**Abstract Thinker**  
**Decisive**  
**Diagnostic**  
**Problem Solver**  
**Good Instincts**  
**Improvement Oriented**

**Process Supporter**  
**Rule Oriented**  
**Physical Organizer**  
**Focused**  
**Not Easily Distracted**  
**Listener**

# My Highlights

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Here's what I learned about myself. Use these statements to build recommendation letters, resumes, college essays, and as talking points.

## WORK APPROACH

- Collaborating with other people, especially as a coach or manager, rewards my natural talent for bringing out the best in others.
  - I enjoy a group effort toward a common goal, and I'm happy to do different jobs to contribute.
  - I have empathy for others and how my work impacts them.
  - It's shared success that pleases me.
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## INTERPERSONAL STYLE

- I'm flexible because I can enjoy spending time with other people or alone.
- I can do well in a group setting and with active interaction, but I also need time to recharge my inner battery.
- I'll do equally well in either small or large classes, but may need to spend time studying alone to recharge.
- I might hold back in a large crowd, but I'm selectively assertive and can easily assume leadership roles.
- I may come across as guarded when I'm first introduced to strangers, but I quickly open up as I come to know them.
- I can talk openly about a wide range of topics.


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## TIMEFRAME ORIENTATION

- I'm good at balancing between immediate needs and long-term goals. My flexibility and persistence are real assets.
- My natural sense of time keeps one eye on the present and one eye on the future.
- In a group effort, my time sense might help others stay steady and focused: I can nudge those who get stuck in the daily details and I can bring the dreamier planners back to earth.
- I'm good at working on incremental tasks to achieve my long-term goals. Assignments with deadlines aren't a problem for me.

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## INDUCTIVE REASONING

- I'm quick to spot anomalies or "things that don't fit the pattern".
  - I critique everything and can predict possible outcomes and conclusions.
  - I'm quick to find a way to make or suggest improvements. I enjoy making things better.
  - When I know about a topic, I can make fast and accurate decisions.
  - People say I have good instincts because I have a knack for spotting trends, connections, and similarities.
  - Problem solving is a pleasure for me.
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## VOCABULARY

- I can effectively communicate with a wide variety of people on many topics.
- If I hear a word I don't recognize, I can usually figure out its meaning from the context.
- I usually understand what I read, and I learn new words as I go with relative ease.

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## PATTERN MEMORY

- When using maps, blueprints, or diagrams, I need to look at them a few times to commit them to memory.
- I have no trouble reading a chart or learning from a graph, although reproducing them accurately from memory might be a challenge.
- I'm perfectly capable of seeing how two designs compare, but to be truly detailed and correct I need to view them side-by-side.

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## VISUAL MEMORY

- I can remember numbers and other data when I need to, but it's not automatic for me.
- Less important numbers might sneak off when I'm not looking so I keep notes to help me.

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## IDEA GENERATION

- I can work for long periods on a single idea. This allows me to be extremely effective on a team or project.
- I'm good at promoting and implementing ideas.
- I can come up with ideas, but doing so doesn't drive or energize me.
- It's easy for me to stay focused without getting distracted by a barrage of ideas.

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## ASSOCIATIVE MEMORY

- Remembering names, jargon, and facts may require extra time and focus for me.
  - I need a strategy for memorizing new vocabulary, terms, and formulas. Tools like flash cards help a lot.
  - Repetition and drilling help me remember new names and jargon such as scientific terms, foreign languages, or medical vocabulary.
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## HAND-EYE COORDINATION

- Translating instructions from my conscious learning brain straight to my muscles takes some practice.
- I can learn simple repetitive movements more quickly than complex ones.

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## SEQUENTIAL REASONING

- I work best with established processes, guidelines, and structured activities.
- Process for its own sake doesn't bog me down: why reinvent the organizational wheel?
- I need to take the time to outline and organize my ideas when writing or presenting a plan.
- I need to have good organizational tools, like calendars, outlines, and schedules to anchor and free me to do my best work.
- I may struggle when faced with multiple competing demands.

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## SPATIAL VISUALIZATION

- I work better in the world of abstract ideas.
- I don't spend much time thinking about visually-based ideas; I can take it or leave it.
- I should consider fields like psychology, politics, social sciences, business, education, and law.

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## NUMERICAL COMPUTATION

- I can do simple calculations in my head, but I prefer to use a calculator when I can.
- When math problems start to get complicated, I know to reach for pencil and paper.

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## VISUAL COMPARISON SPEED

- I need time to handle paperwork accurately. I value proofreaders.
- Spellcheck is my best friend.
- Reviewing large amounts of paperwork isn't my thing. If a project requires it, I need to allow a lot of time in order to be accurate.





## NUMERICAL REASONING

- I don't see numerical patterns or trends automatically. I'm more comfortable letting someone else interpret numerical data.
  - I can find numerical trends using formulas if they're explained to me.
  - When I need to make sense of piles of data, I'd rather use a given formula than come up with a new one on my own.
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## TOP 3 AREAS OF INTEREST

**Investigative:** I like intellectual and theoretical tasks that involve experimentation, like Computer Science/Information Technology, Economics, Higher Education, Law, Medicine, Psychology/Psychiatry, Research, and Theoretical Sciences.

**Artistic:** I like creative and original tasks that require self expression, like Advertising, Art, Creative Writing, Fashion Design, Filmmaking/Photography, Interior Design, and Theater.

**Social:** I like helping and supportive tasks where I can have a positive impact, like Community Organizing, Academic Advising, Counseling, Teaching, Healthcare, Religion/Clergy, Social Work, Training, and Human Resources.

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