



# WHAT'S MY TYPE?

## Understanding Personality Preferences In The Workplace

# WELCOME

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## Objectives

- ◆ Understand personality preferences
- ◆ Increase self-awareness and confirm self-perceptions
- ◆ Discover normal differences in people concerning:
  - Energy source
  - Information gathering
  - Decision making
  - Lifestyle
- ◆ Recognize and appreciate your own contributions and those of others
- ◆ Explore the impact of type of communication and teams





# Agenda

- ◆ Introduction and Overview
- ◆ Take the Assessment
- ◆ A Little Background
- ◆ Explore Preferences
- ◆ Make Your Best Guess

*Break for Exhibits*

- ◆ Learn Your Results
- ◆ Experience Type
- ◆ Confirm Your “Best Fit” Type

*Break for Lunch*

- ◆ Impact of Type on on Communication, Teams, Stress
- ◆ Wrap-up





## What is Personality Type?

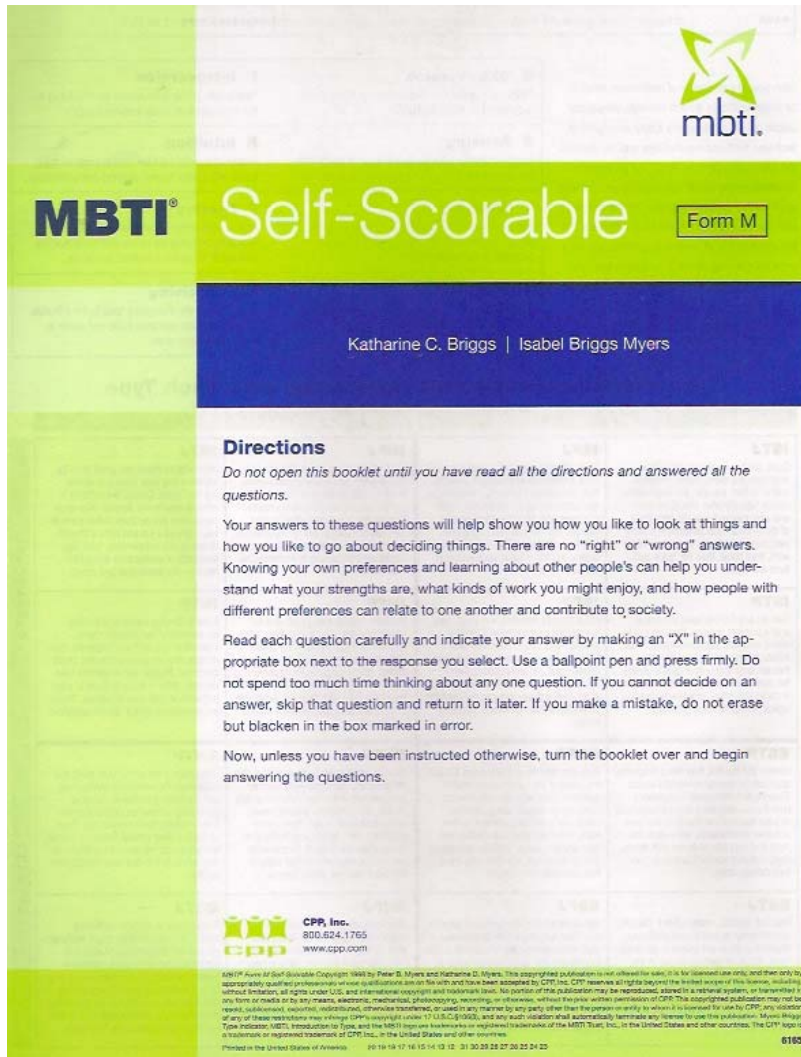
- ◆ A practical and convenient framework for understanding and appreciating the differences among people
- ◆ These differences are not random but represent predictable patterns
- ◆ Gives us new insight into our behaviors, strengths, weaknesses, contributions and motivations

*Civilization is the encouragement of differences.*

*- Mahatma Gandhi*



# Complete the MBTI Assessment



**MBTI®** Self-Scorable Form M

Katharine C. Briggs | Isabel Briggs Myers

**Directions**  
*Do not open this booklet until you have read all the directions and answered all the questions.*

Your answers to these questions will help show you how you like to look at things and how you like to go about deciding things. There are no "right" or "wrong" answers. Knowing your own preferences and learning about other people's can help you understand what your strengths are, what kinds of work you might enjoy, and how people with different preferences can relate to one another and contribute to society.

Read each question carefully and indicate your answer by making an "X" in the appropriate box next to the response you select. Use a ballpoint pen and press firmly. Do not spend too much time thinking about any one question. If you cannot decide on an answer, skip that question and return to it later. If you make a mistake, do not erase but blacken in the box marked in error.

Now, unless you have been instructed otherwise, turn the booklet over and begin answering the questions.

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Printed in the United States of America 10 19 18 17 16 15 14 13 12 11 10 09 08 07 06 05 04 03

- ◆ Don't tear perforation
- ◆ What is most natural/Where do you feel most comfortable
- ◆ Don't overthink
- ◆ Don't discuss-work independently
- ◆ Use a ballpoint pen
- ◆ Mark with an X
- ◆ Skip if you can't decide
- ◆ Blacken box if you make a mistake or change your answer





# History of MBTI

The MBTI instrument was

- ◆ Developed by Katherine Briggs and Isabel Myers
- ◆ Based on Carl Jung's theory of Personality Types
- ◆ Been in existence for more than 60 years
- ◆ High reliability and validity
- ◆ Continually updated and revised
- ◆ Most widely used personality instrument in the world





## Reasons for Using the MBTI

The MBTI instrument

- ◆ Is a self-report instrument
- ◆ Is nonjudgmental
- ◆ Indicates preferences
- ◆ Sorts instead of measures
- ◆ Is well researched
- ◆ Deals with everyday behavior of normal people





# Key Type Concepts

- ◆ Type is *innate*
- ◆ Type can be *influenced*
- ◆ Type is *observable*
- ◆ Type is *not a box*
- ◆ Type is *not an excuse*
- ◆ Type indicates *preferences, not skills*
- ◆ Type is a *journey*







# Four Building Blocks of Personality

The key to understanding your personality type lies in knowing:

How you take in  
information or become  
aware of yourself & the  
world  
(Information)

How you make  
decisions or form  
opinions on that  
information  
(Decisions)

These first two building blocks form  
The core of your personality





# Four Building Blocks of Personality

Two other elements describe:

Where you prefer to  
focus your attention

(Energy)

How you prefer to deal  
with the outer world

(Lifestyle)

These two elements help round out your personality





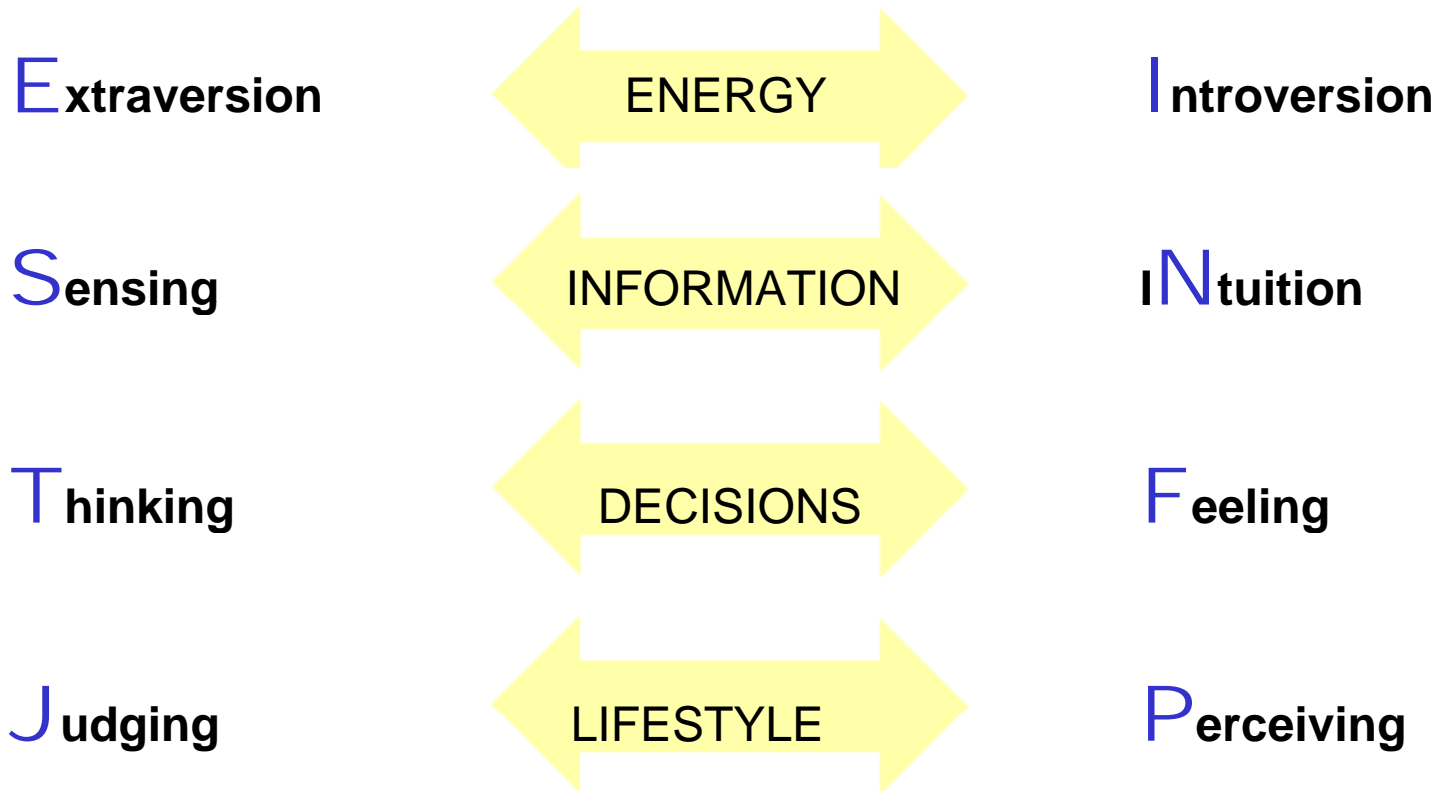
# MBTI Interpretation Process

1. Take the assessment- You've Done That!
2. Learn about preferences
3. Make a guess at your type
4. Review your results from the assessment
5. Verify your "best fit" type





# Preference Dichotomies



**Remember: Each preference is equally valuable  
We use all but are more comfortable with some**





# Energy

## EXTRAVERSION

Being energized through  
contact with other people  
or through engaging in  
activities

(the outer world)

## INTROVERSION

Being energized through  
ideas, quiet times,  
or solitude

(the inner world)





# How Are You Energized?

## EXTRAVERSION

- ◆ Outgoing
- ◆ Talk thoughts out
- ◆ Broad interests
- ◆ Involved with people, things
- ◆ Interaction energizes
- ◆ Active
- ◆ Do-think-do
- ◆ Readily take initiative

## INTROVERSION

- ◆ Reserved
- ◆ Keep thoughts inside
- ◆ Focused interests
- ◆ Work with ideas, thoughts
- ◆ Reflection energizes
- ◆ Thoughtful
- ◆ Think-do-think
- ◆ Take initiative when issue is important to them

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# Extraversion-Introversion



*If you don't know what an Extravert is thinking, you haven't been listening.  
If you don't know what an Introvert is thinking, you haven't asked.*

*- Isabel Briggs Myers*





# Information

## SENSING

Paying attention to what you perceive through the five senses: seeing, hearing, touching, smelling, and tasting

## INTUITION

Paying attention to what might be described as the sixth sense—the unseen world of meanings, inferences, hunches, insights, and connections







# How Do You Take In Information?

## SENSING

- ◆ Present orientation
- ◆ What is real
- ◆ Practical
- ◆ Facts
- ◆ Perfecting established skills
- ◆ Utility
- ◆ Step-by-step
- ◆ The five senses
- ◆ Tradition

## INTUITION

- ◆ Future possibilities
- ◆ What could be
- ◆ Theoretical
- ◆ Ideas
- ◆ Learning new skills
- ◆ Novelty
- ◆ Insight-by-insight
- ◆ The sixth sense, a hunch
- ◆ Change

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# Sensing-Intuition

I'll need to see more data.



This looks like a great opportunity.



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# Decisions

## THINKING

Making decisions based on impartial criteria—cause-effect reasoning, constant principles or truths, and logic

## FEELING

Making decisions based on values-based, person-centered criteria, seeking harmony





# How Do You Make Decisions?

## THINKING

- ◆ Logical system
- ◆ Decide with your Head
- ◆ Objective
- ◆ Justice
- ◆ Critique
- ◆ Fair
- ◆ Analytical
- ◆ Reasonable
- ◆ Logical

## FEELING

- ◆ Values system
- ◆ Decide from your Heart
- ◆ Subjective
- ◆ Mercy
- ◆ Compliment
- ◆ Harmonious
- ◆ Empathy
- ◆ Compassionate
- ◆ Personal

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# Thinking-Feeling



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## Approach to Life

### JUDGING

Want to live an ordered life, with goals and structure, making decisions so you can move on

### PERCEIVING

Want to live a spontaneous life with flexibility, staying open to new information and possibilities





# How Do You Approach Life?

## JUDGING

- ◆ Decide about information
- ◆ Goal-oriented
- ◆ Planful
- ◆ Settled
- ◆ Run one's life
- ◆ Set goals
- ◆ Structured
- ◆ Organized

## PERCEIVING

- ◆ Attend to, gather information
- ◆ Process-oriented
- ◆ Adaptable
- ◆ Tentative
- ◆ Let life happen
- ◆ Seek options
- ◆ Open-ended
- ◆ Spontaneous

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# Judging-Perceiving



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# Directions for Scoring

## Scoring Your Results

### Example

For rows with no Xs, write a "0" in the shaded area.

			E	I	S	N	T	F	J	P
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								0	
										2

### Directions for Scoring

1. Read horizontally across each row. Count the number of Xs in each row and write the total in the shaded area at the end of that row. Do not count boxes that are blackened. For rows with no Xs, write a "0" in the shaded area.
2. When all the shaded areas are filled in, add down the eight vertical columns. Write the total raw points for each column at the bottom of the score sheet.  
*Tip: You may want to use the perforated stub on the left side of this page to help you track down the columns as you add.*
3. Check your addition, then copy the total for each letter into the corresponding box at right.

### Raw Points

Extraversion	<input type="text"/>	<input type="text"/>	Introversion
Sensing	<input type="text"/>	<input type="text"/>	Intuition
Thinking	<input type="text"/>	<input type="text"/>	Feeling
Judging	<input type="text"/>	<input type="text"/>	Perceiving



# Directions for Determining Type

## Directions for Determining Type

The MBTI® instrument identifies your preferences on four dichotomies: **E-I**, **S-N**, **T-F**, and **J-P**. To determine your type, compare your points on each dichotomy. Your preference is the one with the higher number of points. For example, if your total points on the **E-I** dichotomy are 12 for Extraversion and 9 for Introversion, your preference is Extraversion.

Write the letter of your preference on each dichotomy in the boxes at right. If there is a tie on any dichotomy, follow the tie-breaking rule at right.

## Reported Type

E or I	S or N	T or F	J or P

Tie-Breaking Rule

- If **E = I** then write **I**
- If **S = N** then write **N**
- If **T = F** then write **F**
- If **J = P** then write **P**



# Directions for Determining PCI

## Directions for Determining Preference Clarity Category (optional)

The most important result of taking the MBTI instrument is determining your four-letter type. You can also determine how consistently you prefer one pole of a dichotomy over the other by following these steps:

1. Refer to the "Raw Points" chart for your raw points on each preference.
2. For each dichotomy, identify the higher number, and then, in the chart at right, circle the range with that number.
3. Identify the preference clarity category ("slight," "moderate," "clear," or "very clear") above the circled range of numbers.

Note that the preference clarity category describes only how consistently you prefer one pole of a dichotomy over its opposite. The MBTI instrument identifies preferences, not abilities, maturity, or development.

Tear off the first page of this booklet. Turn it over and write your name and reported type at the top of the page. Complete the information on the following page and return the booklet to the person administering the MBTI instrument.

## Preference Clarity Category

		Slight	Moderate	Clear	Very Clear
		RAW POINTS RANGES			
PREFERENCES	E or I	11-13	14-16	17-19	20-21
	S or N	13-15	16-20	21-24	25-26
	T or F	12-14	15-18	19-22	23-24
	J or P	11-13	14-16	17-20	21-22

*Note: If you did not answer all of the items, your raw points on a dichotomy may be lower than the lowest range of numbers shown in this chart. If so, use "slight" as your preference clarity category.*

## Summary

Your Preference:	Your Preference Clarity Category:
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____

**How Consistently did you prefer one pole of a dichotomy over its opposite**





# MBTI Type Chart

ISTJ 11.5%	ISFJ 13.7%	INFJ 1.5%	INTJ 2.1%
ISTP 5.4%	ISFP 8.8%	INFP 4.4%	INTP 3.3%
ESTP 4.3%	ESFP 8.5%	ENFP 8.1%	ENTP 3.2%
ESTJ 8.7%	ESFJ 12.3%	ENFJ 2.5%	ENTJ 1.7%





- **E/I: Conversation Sticks**
- **S/N: Apples**
- **T/F: Recognition/Appreciation**
  - ◆ What kind of recognition/appreciation do you need at work?
  - ◆ How frequently do you like to receive it?
  - ◆ How do you like to recognize/appreciate others?
- **J/P: Planning a Trip**





# Type and Communication

- ◆ Understand your own communication style
- ◆ Tune in to the other person's preferences
- ◆ Adjust your approach

*Don't assume that people want to hear what you have to say in the way you want to say it!*





# Type and Team Effectiveness

**Understanding Type will help the team:**

- ◆ **Tap into strengths**
- ◆ **Accommodate for weaknesses**
- ◆ **Work well together**
- ◆ **Minimize conflict**

*Effective Teams Integrate All Perspectives*





## Type and Stress

- ◆ Each Type has specific ways of behaving under stress
- ◆ How do you behave under stress?
- ◆ Change behavior and/or perspective to return to calm





# Stress Buster



The four basic personality types





## Recommended Reading

- ◆ *Type Talk at Work*, Otto Kroeger
- ◆ *Gifts Differing*, Isabel Myers
- ◆ *Please Understand Me*, D. Keirsey & M. Bates
- ◆ *Work it Out*, Sandra Krebs Hirsh
- ◆ *Do What You Are*, Paul Tieger & Barbara Baron-Tieger
- ◆ *Was That Really Me?*, Naomi L. Quenk





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# THANK YOU

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