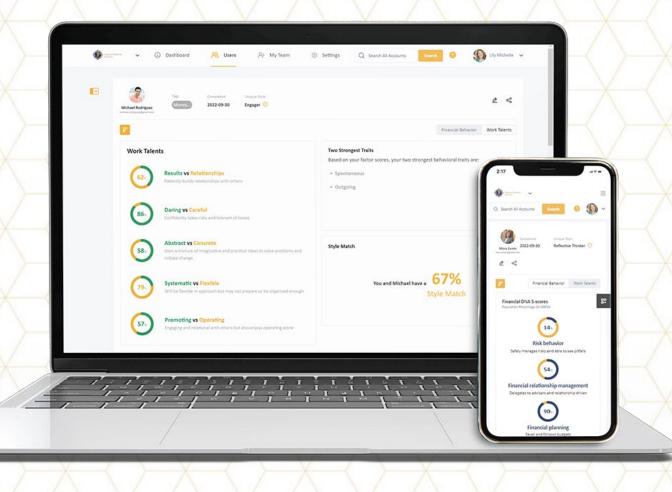


# 

# Behavior

The Behavior and Money Insights Company





## Serving Your Clients as a Performance Advisor

Using Business DNA® For Coaching, Consulting With, Facilitating and Training Leaders and Teams

### The DNA Performance Conversation Model

Empowering Your Team to Communicate Effectively and Make Talent Based Decisions

# 1. Use of Business DNA® Discovery:

Increase Consciousness of Self and Others

# 3. Listen More:

Safely Guide Team Mates to Self-Discovery as They Know the Answers Even if They Do Not Know It Yet

# 2. Ask Powerful Questions:

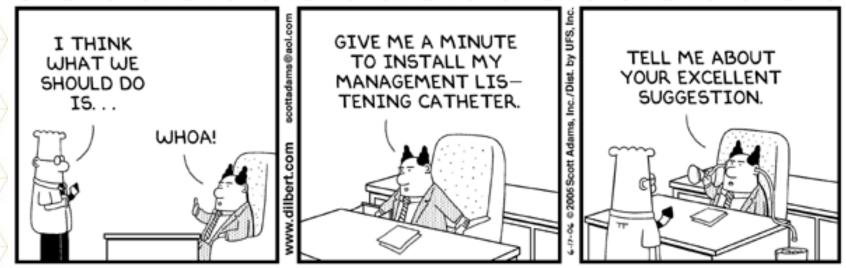
Customize Your Conversation Based on Behavioral Insights

# 4. Staying in the Zone:

Co-create Plan for Action and Accountability



# Being a GREAT Advisor.... You Need To Listen



© Scott Adams, Inc./Dist. by UFS, Inc.

I am listening - what did you say?

http://www.youtube.com/watch?v=bO-a-Yz4xA8&list=PL058A82A702A180CF&index=11

# What Level of Listener Are You? **Become a Level 5 Listener**

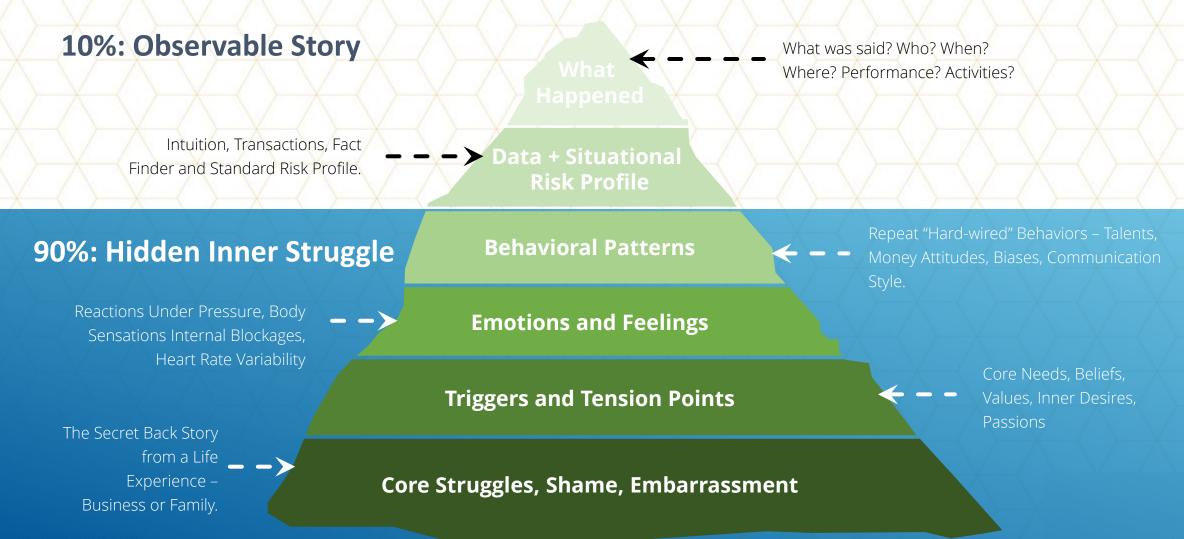
Have a quiet mind as you listen. Show you have heard what is being said. Probe for underlying emotions and needs. Identify the struggle beneath the **EMPATHETIC** story. Re-phrase what you hear. Help identify which struggle is strongest but do not try to solve the problem. in a superior of the state of t **ACTIVE SELECTIVE** 

**PRETENDING** 

**IGNORING** 

# Listening to Drill Below The Surface

What You See Is Not What You Get 90% of the Time



### The 'Johari' Window

Known to Self Unknown to Self

#### **Known to Others**

#### Open:

Parts of ourselves known to ourselves and others

#### Blind:

Parts others can see but we cannot

#### Unknown to Others

#### Hidden:

Parts we know about but we hide from others

#### **Unknown:**

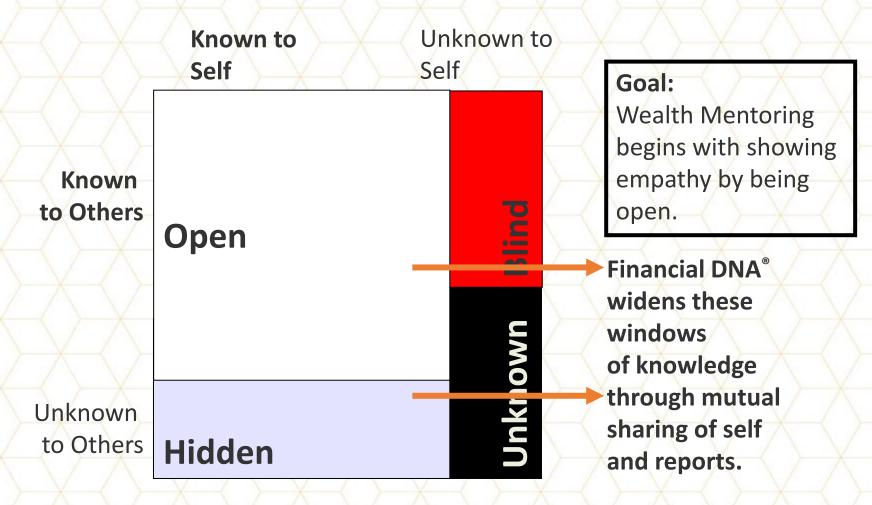
Hidden from ourselves and from others

#### **Success Formula:**

Develop the 'Knowing Me, Knowing You' foundation.

© Joseph Luft and Harry Ingham

# The Goal: Knowing Me Knowing You



© Joseph Luft and Harry Ingham

### The Performance Advisor...

#### •Should:

- Listen and encourage the client to formulate their own solutions
- Focus on guiding the client
   with powerful behavioral
   questions and let them come
   up with the answers
- Offer suggestions but accept that the client may not be ready or willing to take them up
- Make recommendations for reading or education
- Offer acceptance and a nonjudgemental atmosphere
- Slow down when you see resistance in the client

#### •Should not:

- Make assumptions or impose solutions on the client
- Analyze the client's family or mental / psychological state
- Offer counseling which is going too far into the past
- Push a client too quickly to a place they are not emotionally ready go even though you think it is right

### The Client...

#### • Should:

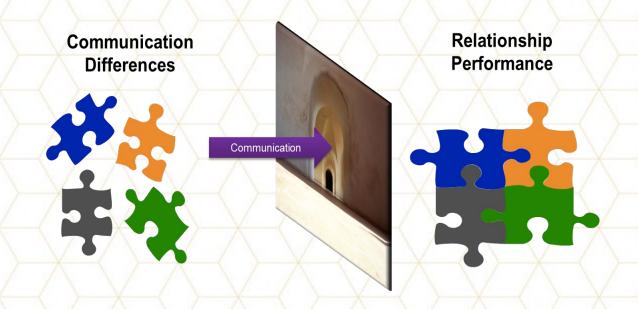
- Be prepared to be open and honest
- Be prepared to explore causes and effects of issues
- Be able to take responsibility for his or her own growth, development and education
- Be willing to work on issues until they are resolved
- Take responsibility for his or her own actions and outcomes
- Be prepared to establish accountability practices for outcomes

#### Should not:

- Expect the Performance Advisor to hand solutions to them upfront
- Expect the Performance Advisor to help them with issues they are not prepared to discuss
- Expect that issues will be solved without work, and a positive attitude to behavioral change
- Abdicate responsibility for success to the Performance Advisor
- Avoid accountability

# The Platinum Rule of Relationships

"Do unto others as they would like to be done unto"



### Adapt your communication style to others the way they like it

- 1. Relationally driven people will naturally prefer to tap into their feelings, desires and emotions.
- 2. Results driven people will naturally prefer to tap into their logical thoughts, goals and results.



# **Summary of Four Communication Styles**

Communication Keys for Behaviorally Smart Conversations							
Communication Style	Strengths	Struggles	What They Want				
Goal-Setting (Allow Them to Discuss It)	Speaks Directly and Candidly	Could Be Too Forceful, Abrupt, Interrupting	Provide Options, Get to Bottom Line, Present Opportunities				
Lifestyle (Allow Them to See It)	Open and Engaging	May Be Too Transparent and Uninhibited	Openly Express Views, Verbalize Provide Broad Facts				
Stability (Allow Them to Feel It)	Shows Empathy and Warmth	May Compromise Too Much and Be Too Diplomatic	Keep it Relaxed, Speak Softly, Share Your Feelings				
<b>Information</b> (Allow Them to Read It)	Provides Specifics and Details	May Be Too Serious, Modest, Not Interactive	Provide Facts, Provide Specifics, Demonstrate Transparency				



# **How to Adapt to Different Communication Styles**

Communication DNA Style	Goal-Setting Advisor	Lifestyle Advisor	Stability Advisor	Information Advisor
	Minimal modification required:	Some modification required:	Significant modification required:	Some modification required:
When working with Goal-Setting Communication DNA Styles	<ul><li>Present goals</li><li>Focus returns</li><li>Offer options</li></ul>	<ul> <li>Move more quickly to the bottom line</li> <li>Minimize enthusiasm</li> <li>Recognize they may not enjoy small talk</li> </ul>	Be more direct     Keep conversations formal     Recognize they may come across as cold	<ul> <li>Avoid unnecessary details</li> <li>Present the big picture</li> <li>Recognize they may be put off by too much detail too soon</li> </ul>
	Some modification required:	Minimal modification required:	Some modification required:	Significant modification required:
When working with <b>Lifestyle</b> Communication DNA Styles	<ul> <li>Provide graphics</li> <li>Explain how bottom line will impact lifestyle</li> <li>Recognize they may be bored with formal meetings</li> </ul>	Invite to social events     Set boundaries to keep focused     Engage in small talk	<ul> <li>Be more energetic</li> <li>Express emotion and allow them to express views</li> <li>Recognize they may focus on possibilities not certainties</li> </ul>	<ul> <li>Be more interactive</li> <li>Avoid jumping into facts and research too soon</li> <li>Recognize they may lose focus if the lifestyle benefit is not clear</li> </ul>
	Significant modification required:	Some modification required:	Minimal modification required:	Some modification required:
When working with Stability Communication DNA Styles	<ul> <li>Soften the tone         Follow up regularly to ensure they are comfortable     </li> <li>Recognize they may feel pressured if not given enough time and warmth</li> </ul>	<ul> <li>Speak more calmly</li> <li>Create a relaxed environment</li> <li>Recognize they may not enjoy impersonal environments</li> </ul>	<ul> <li>Offer feelings</li> <li>Express emotions and ask that they share theirs</li> <li>Provide instructions</li> </ul>	<ul> <li>Lighten up meetings</li> <li>Ask how they feel about the facts</li> <li>Recognize they may want a guarantee of security</li> </ul>
	Some modification required:	Significant modification required:	Some modification required:	Minimal modification required:
When working with Information Communication DNA Styles	<ul> <li>Have research available</li> <li>Demonstrate how risks are minimized</li> <li>Recognize they may need to retreat and think to make decisions</li> </ul>	Concentrate on being reliable     Focus on being structured     Recognize they may get irritated by imprecise communication	<ul> <li>Provide action steps</li> <li>Focus more on facts than feelings</li> <li>Recognize they may appear to be unexpressive</li> </ul>	<ul> <li>Offer detailed research</li> <li>Ask if more information is needed</li> <li>Stay focused on the practical</li> </ul>



# The Business DNA® Journey Map Hear and Understand Everyone In the Room

# Natural Behavior Discovery



#### Employee Behavior Review



**Team Fit to Role** 



**Team Onboarding** 



KNOW YOURSELF, HIRING AND ONBOARDING



#### **HUMAN CAPITAL PERFORMANCE DEVELOPMENT**





Team and Board
Development



Leadership Performance
Discovery



Money Energy Discovery



# The Steps for Discovering Your Identity

You are a Human Being not a Human Doing

Leverage Your Identity

Master the Energy of Money

Live Your Identity
With Impact

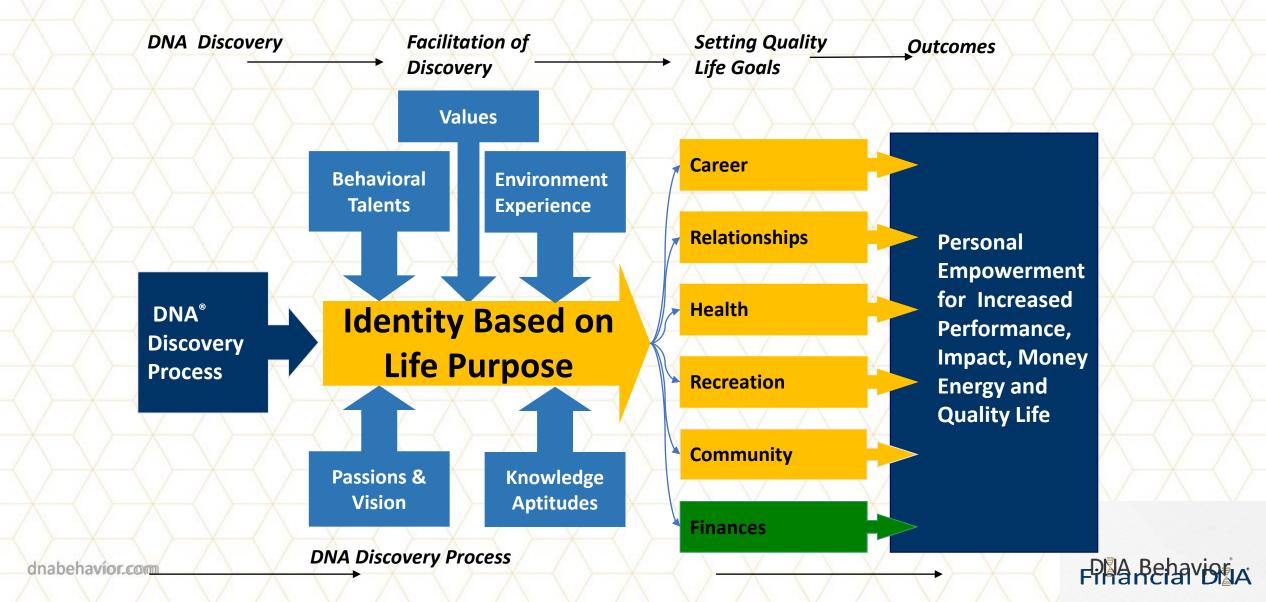
Discover Your Identity and Life Purpose ("Your Being")

Discover Your X-Factor



# Discovering Your Identity Based on Life Purpose

What is Your "Why"? What Are You Called To Do? What is Your Being?



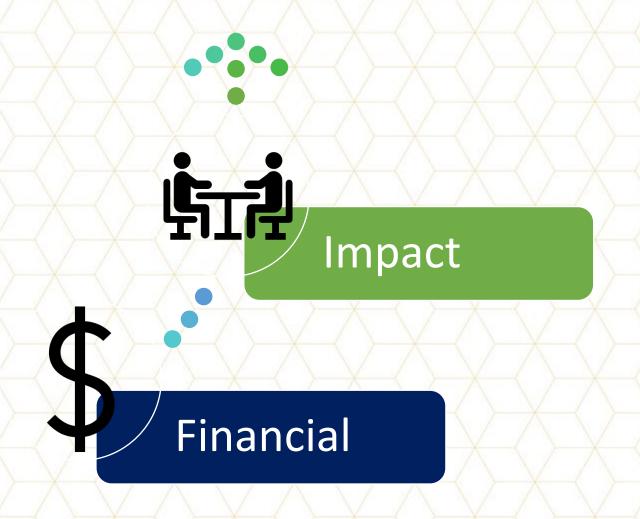
# **Identity Alignment Outcome: Increased Performance**



Your X-Factor & Life Purpose

# What Is Your Number for Measuring Success?

Measure Your Impact on Business, Community, Relationships





### **Behavioral Modification**

What Changes Will You Make To Change Your Future Reality?

The Challenge:

YOU
are in the way of
your own
performance



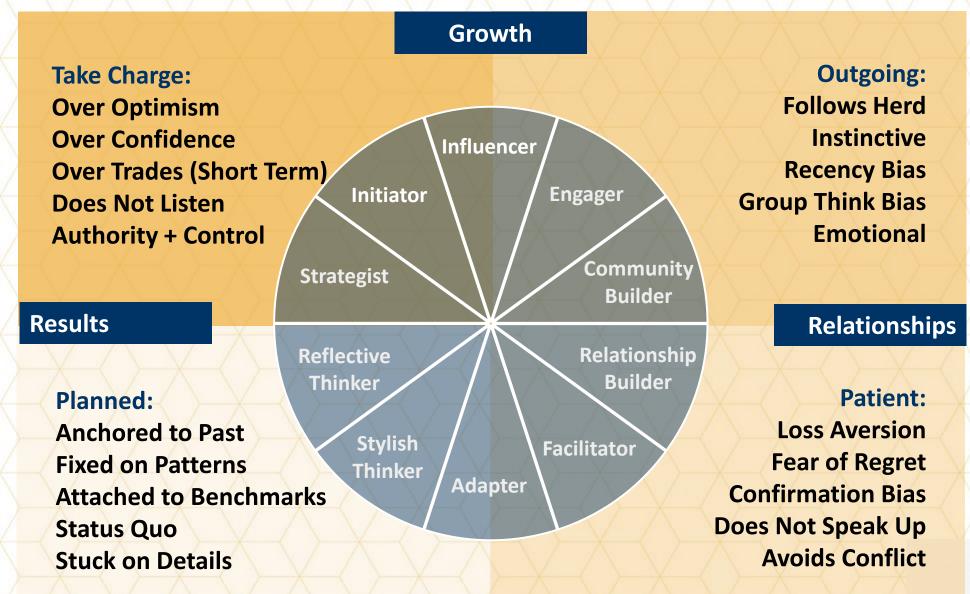
#### **The Change Opportunity**

Performance, Impact, Money Energy, Quality Life

- Right Life Direction
- Engagement of Others
- Confidence
- Wisdom
- Resilience
- Optimism



#### **Potential Behaviors and Biases to Navigate When Guiding Clients**



dnabehavior.com

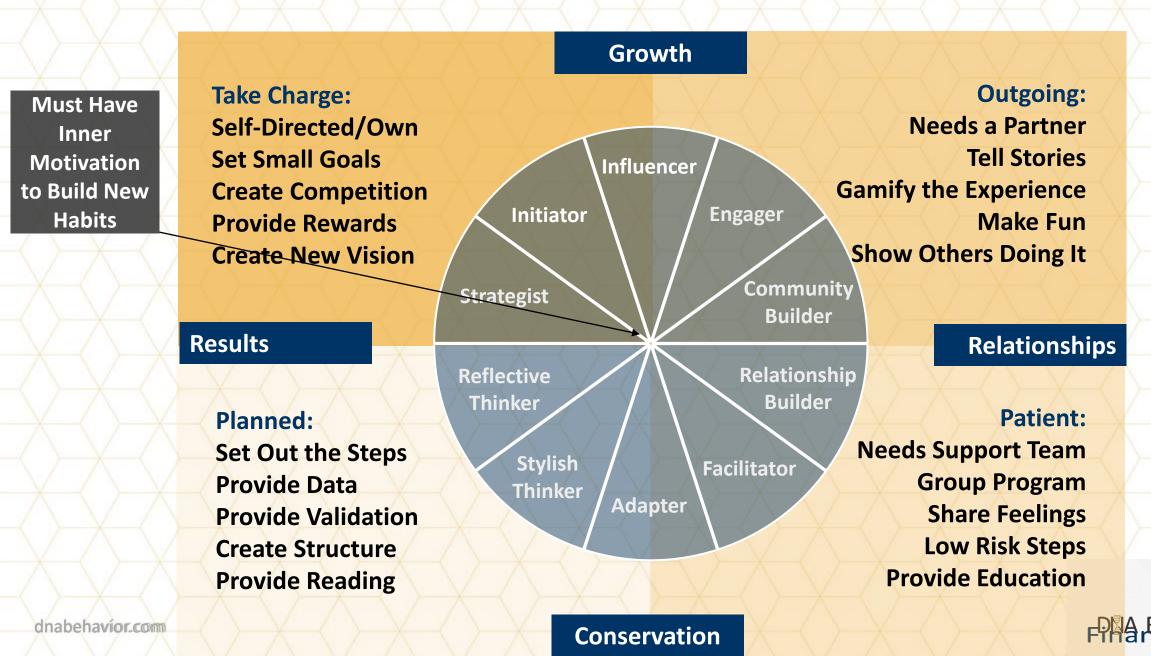
Conservation

PRA Behavioria

# **Amenability to Behavioral Change**

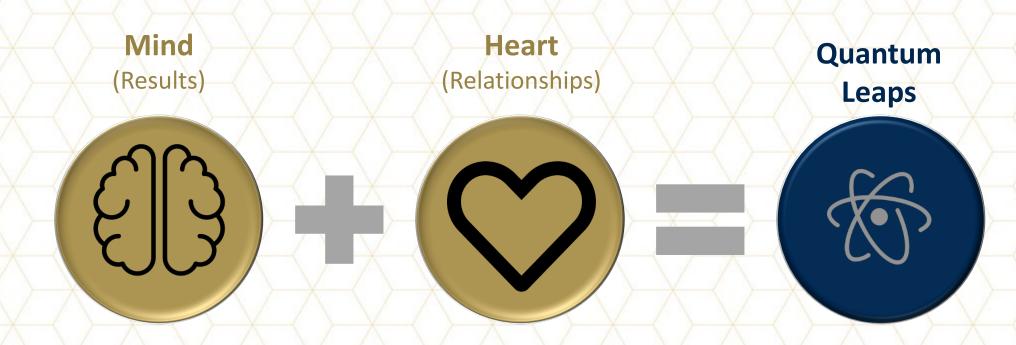
<	Very Difficult to Change (Hard Wired)	Very Hard But Modification Doable	Relatively Easy to Change With Training
	Intelligence	Communication Style	Education
	Integrity	Strategic Skills	Political Savvy
	Creativity	Pragmatism	Customer Focus
	Conceptual Ability	Goal Setting	First Impression
	Assertiveness	Analytical Capability	Coaching
	Energy Flows	Authenticity	Training
	Enthusiasm	Leadership Style	Running Meetings
	Competitiveness	Listening	Presentation Skills
	Determination	Team Player	Standards of Excellence
	Courage	Persuasiveness	Negotiation Skills
	Resilience	Conflict Management	Judgment
	Initiative	Risk Taking	Self Awareness
	Independence	Organization/Planning	Life Balance

#### Change Management Approach to Build Happiness Success and Health

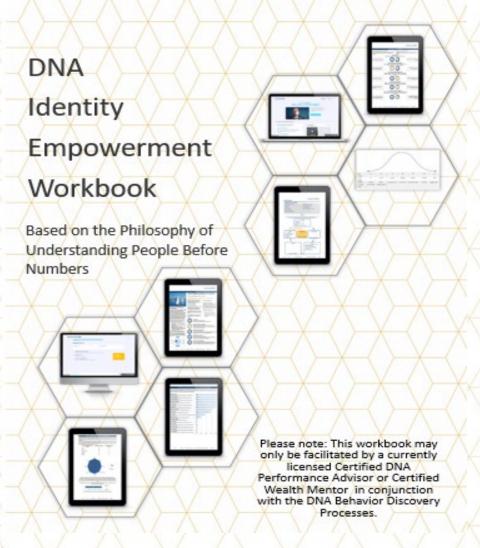


# Using DNA Insights to Align Your Heart and Mind

Manage the Results vs Relationships Tension to Make Quantum Leaps



# The Identity Empowerment Workbook Used in the DNA Performance Conversation



- Provides a structured framework for documenting the Client's Business DNA Discovery in a comprehensive Identity Discovery Process.
- 2. Process for identifying who the client is, their identity, and life purpose for building performance, impact, money energy and a Quality Life
- 3. Questions and exercises for self discovery of what is a Quality Life for the client and setting goals.
- 4. Decision-Making Framework for making major life, business and financial decisions.

# The DNA Discovery Process that DNA Performance Advisors Follow Structured Series of Six 1hr Meetings Post Engagement

#### **Facilitating DNA Discovery Using the DNA Identity Empowerment Workbook**

Initial Client Engagement Meeting First + Second Meeting Post-Client Engagement

Third Meeting Post-Client Engagement Fourth Meeting Post-Client Engagement Fifth Meeting Post-Client Engagement

Sixth Meeting and Annual Meetings

Introduction and Setting Direction

Discuss the Quality
Life Pulse Check

Review the Client's Communication
Style and share your own to tailor communication.

Discuss the Quality
Life Review

Discover Your X-Factor

Review Your Past Experiences Discovery (Life Lines) to examine your Identity So Far

Review the BDNA -Work Talent, WO and Coaching Reports to reveal your talents

Review the Passion Report

Discover Your Identity and Life Purpose

Review the DNA
Quality Life
Planning Report to
identify their
talents passions,
identity (X-Factor),
vision, values and
life purpose.

Complete Life Purpose Worksheet Live Your Identity With Impact

Define Your Quality Life

Measure Your Impact

Behavioral Modification Master the Energy of Money

Review FDNA Financial Behavior Report

Optional: Complete Money Energy Discovery Leverage Your Identity

Review Goals
Based Planning
Report to identify
needs and wants

Complete the DNA Quality Life Needs and Wants Review to identify goals, and personal clarity

Build a Decision-Making Framework for making choices

