



SYNTHESIS Personality and Emotional Intelligence Survey: Preparation Guide



SYNTHESIS Personality and Emotional Intelligence Survey

This guide is designed to help you understand what the SYNTHESIS Personality and Emotional Intelligence Survey measures and how to complete it. SYNTHESIS assesses a person's personality and emotional competencies within a work context.

SYNTHESIS will help you:

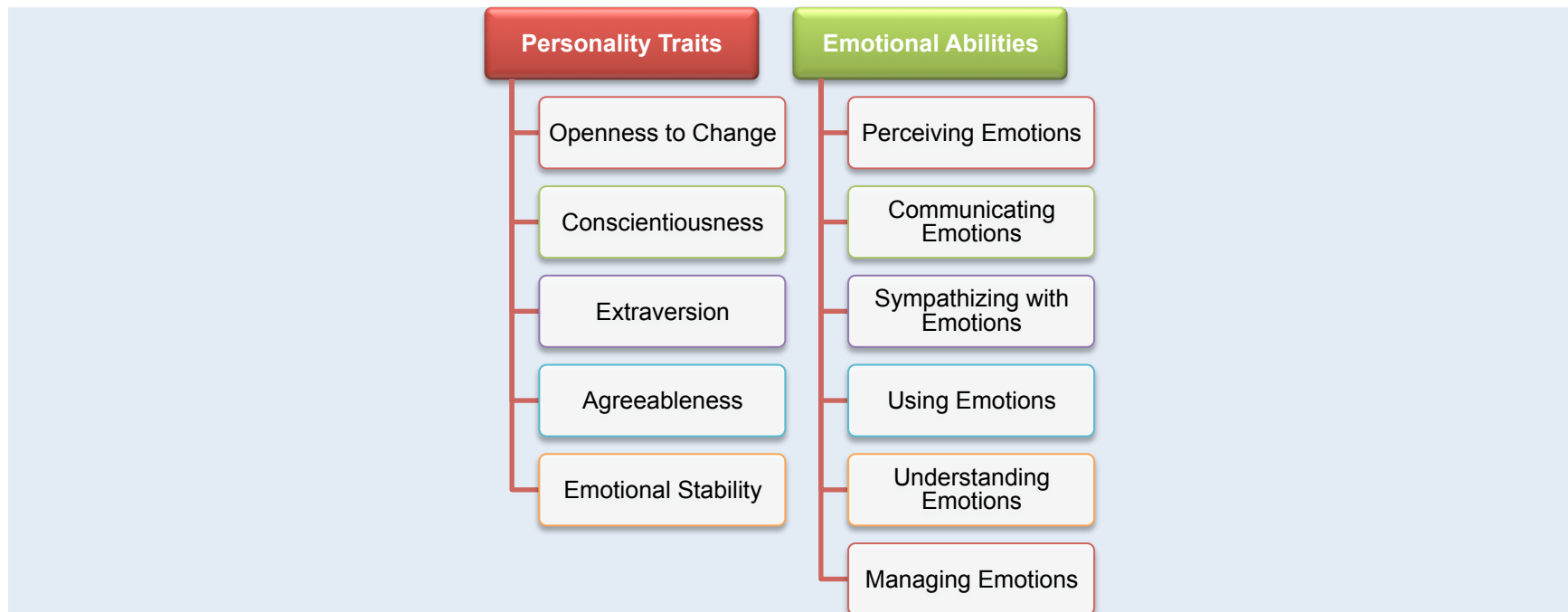
- benchmark your work style and personal and emotional competencies against a very large international comparison group of executives and managers;
- increase your awareness of how your personality and emotional abilities impact on your performance;
- identify areas you need to work on to improve your performance and reach your potential.

SYNTHESIS will help your organization:

- benchmark the personal and emotional competencies of employees;
- identify which individuals are suitable for promotion and which individuals need further development;
- design education programs to increase the personal and emotional competencies of employees and thereby improve business performance.

What SYNTHESIS Measures

The SYNTHESIS Personality and Emotional Intelligence Survey measures eleven dimensions of personality and emotional intelligence shown in the diagram below.





Completing the Questionnaire

The questionnaire is presented on-screen in blocks of 32 statements which you are asked to rate on a 5-point scale ranging from 'Strongly Disagree' to 'Strongly Agree'.

Please consider the following points when you are completing the assessment:

- do the questionnaire when you are alert and free from interruptions;
- enter your responses by clicking on the appropriate rating for each statement. You must respond to every statement before you can go on to the next screen;
- complete the assessment from a work perspective as the assessment is designed to throw light on your personal style and competencies at work;
- try to be as discriminating as possible by using the full range of options on the 5-point response scale;
- avoid trying to select responses that you think will present you in the most favorable light--there are checks built into the assessment to assess the candor and consistency of your responses.

Feedback

The SYNTHESIS feedback report provides a concise summary of your personality and emotional abilities, and the report provides a link to a development guide with practical tips and recommendations for performance improvement.