

Insights Discovery® Team Dynamics Program and Resources Overview

Program Objective

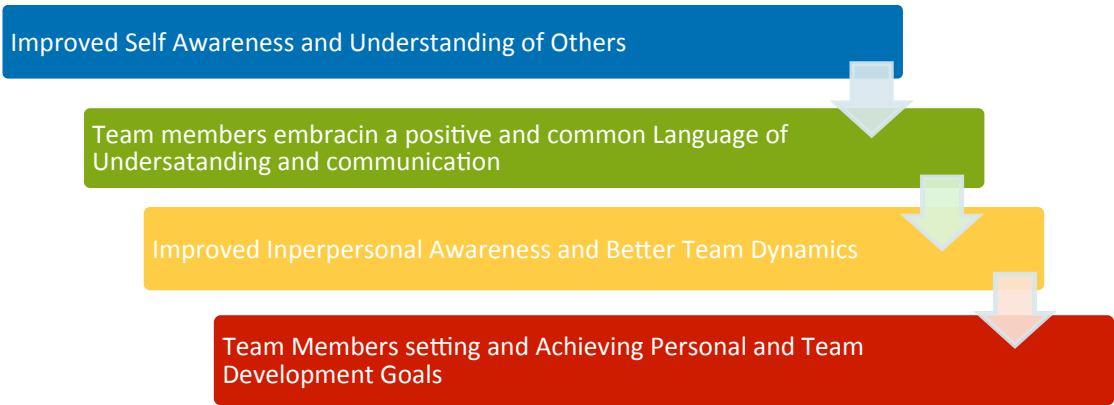
The Insights Discovery Personal Effectiveness and Team Dynamics Program provides an introduction to the Insights Discovery learning system and the Insights Discovery Personal Profile. The program is fun and interactive and gives participants a language and framework for understanding themselves and others better which they can put into practice immediately. The program introduces participants to the Insights Discovery Team Wheel graphic, providing an invaluable ‘visual’ opportunity to explore the colour dynamic and how to better work together to leverage the specific combination of styles on the team. The program can be delivered as a half or one day event depending on the time available and level of depth required.

The program explores a simple model:



Using each participant’s Insights Discovery Personal Profile, the program enables individuals to understand their own personality better, to identify other types of personalities and to adapt to different communication needs. The use of four colour energies; **Fiery Red**, **Sunshine Yellow**, **Earth Green** and **Cool Blue** creates a memorable common language and framework on which participants can base their interactions in the future.

Key ways Insights Discovery® will facilitate your teams development



The Insights four colour model is visual, easy to understand and easy to remember, so that, almost intuitively team members will start to apply their new awareness and understanding to all subsequent communications and interactions both at work and at home. Add to this the ‘specific’ information on each team member from their personal profiles, the ‘Team Communication Guide’ and the visual ‘Team Wheel’ indicating all team members’ positions, and the team has an invaluable tool-kit to spur and enable better team dynamics.

Insights Discovery® Team Dynamics Program - Sample Agenda's

Full Day Agenda – Building Relationships, Adapting & Connecting Focus

9:00 am	Start - introductions and setting the scene
9:10 am	The Power of Perception - understanding of self & others
9:20am	The Insights Colour Energies –introduction and colour card game activity (<i>What colour are you?</i>)
10:00am	Colour Exercise – in colour groups, participants plan a ‘Community Event’. A fun exercise that highlights the characteristics of the four colour energies.
11:15am	Break
11.30am	Jungian Preferences – understand IE/TF & SN , exercises to understand the preferences around the Insights Wheel and to explore how these impact communication styles and effectiveness
12.30pm	The Eight Types – review tool to identify the Eight Types and their needs and preferences
12:45pm	Insights Discovery Profiles – distribute and overview Insights Discovery Profiles
1 – 1.45pm	Lunch - review Profiles and validity check
1.45pm	Participants Insights Graphs & Wheel – explained, explored and shared
2.30pm	Recognising Type – Show slides on Recognising Type, Type Identification Strategies, refer to Participants Guide pages 5 -9. Get participants into groups to explore how to recognise different colours clues and signals. Apply knowledge to specific internal or external client. (Ref - Recognising Type Job Aid)
3:30pm	Break
3:45pm	Adapting & Connecting – Show slides on Adapting & Connecting refer to Participants Guide pages 5 -9. Get participants to explore how they will Adapt & Connect better with a couple of their colleagues or their most difficult person. Practice as face to face line up exercise going through each of the four colours or set up in Triads to practice specific Real Play Activities). (Ref - Adapting & Connecting Job Aid)
5:00pm	G-WAVE Planning – setting a personal GOAL and committing to action
5:30pm	Finish

Half Day Agenda

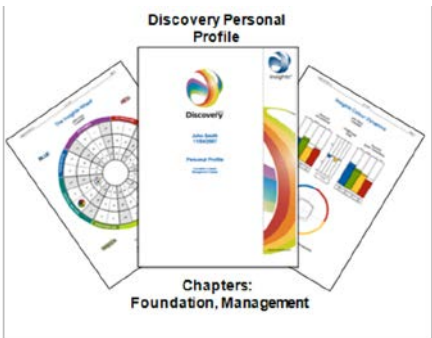
8:45 am	Arrival refreshments
9:00 am	Start - introductions and setting the scene
9:10 am	The Power of Perception - understanding of self & others
9:20am	The Insights Colour Energies – Introduction and colour card game activity (<i>What colour are you?</i>)
10:00am	Colour Exercise – In colour groups, participants plan a ‘Community Event’. A fun exercise that highlights the characteristics of the four colour energies.
10:30am	Insights Discovery Profiles – distribute and review Insights Discovery Profiles
10:45am	Break - review Profiles and validity check
11:00am	Insights Graphs & Wheel – explained, explored and shared
11:30pm	Team Share Profiles – participants share relevant aspects of Personal Profiles, communications Do's & Don'ts, Value to the Team, Strengths & Weaknesses, Adapting and Connecting techniques, etc. Build the Team Communication Guide
12:00pm	Team Wheel – review and explore the Team Wheel dynamic
12:30pm	G-WAVE Planning – setting a personal and team goal
1:00pm	Finish

Full Day Agenda – Team Focus

8:45 am	Arrival refreshments
9:00 am	Start - introductions and setting the scene
9:10 am	The Power of Perception - understanding of self & others
9:20am	The Insights Colour Energies –introduction and colour card game activity (<i>What colour are you?</i>)
10:00am	Colour Exercise – in colour groups, participants plan a ‘Community Event’. A fun exercise that highlights the characteristics of the four colour energies.
11:15am	Break
11.30am	Jungian Preferences – understand IE/TF & SN
12.30pm	The Eight Types – how to identify the Eight Types and their needs and preferences
12:45pm	Insights Discovery Profiles – distribute and overview Insights Discovery Profiles
1 - 45pm	Lunch - review Profiles and validity check
1.45pm	Participants Insights Graphs & Wheel – explained, explored and shared
2.15pm	Team Share Profiles – participants share relevant aspects of Personal Profiles, communications Do’s & Don’ts, Value to the Team, Strengths & Weaknesses, Blind spots etc to collate the Team Communication Guide .
3:30pm	Break
3:45pm	Team Wheel – review and explore the Team Wheel dynamic, participants walk and hold the Insights wheel, experience their strong and ‘floppy or weak points” and break up into sub groups to brainstorm Suggestions for Improving Team Effectiveness and present back to colleagues .
5:00pm	G-WAVE Planning – setting a personal GOAL and committing to action
5:30pm	Finish

Insights Discovery® - Beginning the Journey program resources

Insights Discovery Personal Profile

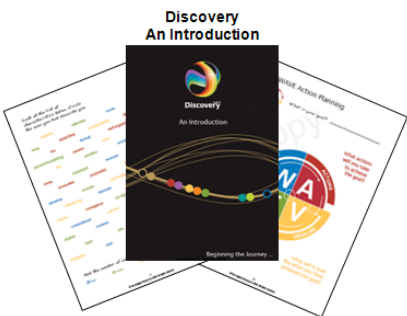


The **Insights Personal Discovery Profile** is at the foundation of this program and the Insights system. It is based on the completion of a 25 question evaluator taking 10-15 minutes. Whilst the Profile can provide up to 40 pages of personalised & potent personal development content (including chapters on *Foundation, Management, Personal Achievement, Effective Selling and Interview*), we recommend starting with the Foundation & Management chapters (23 pages).

The **Foundation** chapter underpins how people and team development work, providing a detailed understanding of the individuals working style, how this impacts on their relationships with others in the business environment and how they might develop to improve their effectiveness both as a person and as a professional member of a team. The foundation chapter comprises:- *Overview, Key Strengths & Weaknesses, Value to the Team, Communication, Possible Blind Spots, Opposite Type, Suggestions for Development*.

The **Management** chapter is a tremendous tool to facilitate greater understanding and discussion between individuals and their managers and what support/environment will engender the best performance. It also enables managers to consider their own style as well as the needs of those they manage in terms of motivation, working environment and preferred style of leadership. The Management Chapter explores:- *Ideal environment, Managing, Motivating & Management style*.

The Insights Discovery – An Introduction Workshop Journal



This 55 page workshop Journal has been designed to complement the *Insights Discovery Personal Profile* which is the foundation of this program. The novel compact and journal styling induces easier more frequent use.

Participants are encouraged to dive deeper into their *Discovery profiles* for maximum discussion and benefit. This enhances the learning and development experience and provides the opportunity for participants to record their own thoughts and comments during the process. This is also an invaluable resource for on-going review and reference after the event to assist with the practical implementation of strategies.



The **Insights Coloured Blocks** are a wonderful visual reminder and tactile reinforcement of the four Colour energies. They can be used in many ways including:-

During the program participants order the colour blocks to reflect the **Bar Graphs** in their Profiles, creating an immediate visual impact and 3D image of the each team member’s preferences. This makes it easy to pair colleagues with their opposite colour to discuss their Bar Graphs and how the colour energies are ‘playing out’ for them.

The blocks also make it easy for participants to ‘walk the wheel’ to explore their first, second, third and inferior colour preferences on the Wheel.

VISUAL REMINDER - After the program the blocks can be **displayed on desks** as a reminder of the meaning of the four colours and as a ‘Behavioural Tip Sheet’ to colleagues and visitors. Each block contains a key statement relevant to that colour energies preference, **Be Bright. Be Brief & Be Gone, Involve Me, Show me you Care, Give me the Details**.

ADAPTING & CONNECTING - Staff can re-order the blocks to prepare for a phone call or meeting with a colleague and plan the colour energies that they need to **Adapt & Connect** with.

CONFLICT RESOLUTION - The blocks can assist in **Conflict Resolution** discussions. It can be a good visual reminder to see each others colours and even ‘go to’ the colour energy you share to discuss the issue first.

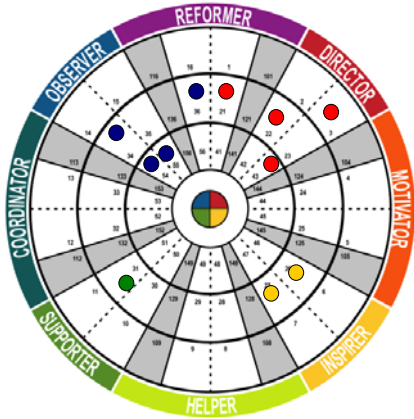
STRETCHING DAY – Encourage everyone to put their least preferred colour on top for a day and try to see and appreciate the value in their inferior energy or maybe more appropriately their colleague’s dominant energy. Follow-up discussion on what it was like to “walk in their shoes” for a day.

EFFECTIVE MEETINGS – Bring the blocks to meetings to focus the groups attention and ensure a balanced agenda and facilitate equal contribution from introverts and extroverts

Define problem and identify facts	Decide on solution and action planning
Reflect on criteria for evaluating options	Brainstorm potential solutions



The Insights Team Wheel



The Insights Team Wheel

The review of the *Insights Team Wheel* gives team members an opportunity to better understand their team in holistic manner. It plots the wheel positions of all members of the team, showing the “big picture and team dynamic”. The Wheel stimulates in-depth discussion around team strengths, possible weaknesses and areas for development and provides a new perspective on how to best collaborate and harness the collective skills of the team.

The Insights Communication Guide

The *Team Communication Guide* gives team members an insight into how best to communicate with each other and is a powerful enhancer to improving communication and interpersonal skills both within and beyond the team following in Insights Discovery program.

Participants will share their top 3 communication *Do's and Don'ts* during the workshop for follow-up collation and sharing.

Further relevant information from the Personal Profiles can be added to the Team Communication Guide following the program as a way of continuing the learning and benefits.

Sample TEAM COMMUNICATION GUIDE – DO'S, DON'TS & VALUE		
Andrew Hewlett 42- (RB/YG) Do: <ul style="list-style-type: none">SAMPLEBe straightforward, fast, efficient and to the pointOmit unnecessary and intricate detailsKeep the conversation lively Don't: <ul style="list-style-type: none">Forget to agree outcomes or decide conclusionsShout, bully or threaten with position or powerBe vague or imprecise Value: <ul style="list-style-type: none">Unlikely to get side tracked by peripheral items	Melissa Gaskill 26- (YRGB) Do: <ul style="list-style-type: none">SAMPLEAgree exactly what needs to be doneBe friendly, open, enthusiastic and positiveTalk tangibly with enthusiasm Don't: <ul style="list-style-type: none">Create a hostile environment devoid of feelingsBe dull, sour or redundantBe vague or leave things open to interpretation Value: <ul style="list-style-type: none">Maintains forward momentum	Tim Tracy 36- (BR/YG) Do: <ul style="list-style-type: none">SAMPLELeave time for the relationship as well as the taskProvide regular support & feedbackEnthusiastic and interested Don't: <ul style="list-style-type: none">Show disregard for my feelings by your words or actionsBe dismissive of my feelings & emotionsAct aggressively or reject my ideas without explanation Value: <ul style="list-style-type: none">Helps avoid mistakes
Daniella Butarelli 26- (YRGB) Do: <ul style="list-style-type: none">SAMPLEProvide information that stimulates conversationTemper my optimism with realismProvide lots of opportunities for team contact Don't: <ul style="list-style-type: none">Impose final judgments on my views & opinionsBurden me with too many papers to readLeave me out of the picture Value: <ul style="list-style-type: none">Motivates others with contagious enthusiasm	Name?? 56- (GY BR) Do: <ul style="list-style-type: none">SAMPLETake time to discuss all the detailsAccept that 'reflecting time' is essential to enhance her performanceBe honest, moderately paced, straight forward and open Don't: <ul style="list-style-type: none">Set unrealistic deadlines that resist her quality outputsForce quick decisions if people are effectedAssume passivity is tacit disagreement Value: <ul style="list-style-type: none">Is consistent and dependable	Name ???? 26- (YRGB) Do: <ul style="list-style-type: none">SAMPLEAgree exactly what needs to be doneBe friendly, open, enthusiastic and positiveTalk tangibly with enthusiasm Don't: <ul style="list-style-type: none">Create a hostile environment devoid of feelingsBe dull, sour or redundantBe vague or leave things open to interpretation Value: <ul style="list-style-type: none">Maintains forward momentum

G-WAVE Planning Tool

The Insights G-Wave planning tool is a holistic model for setting actionable goals. It is an excellent tool to maintain momentum and development and always used at the end of an Insights Discovery workshop to focus participants on implementing their new learning and skills.

G-WAVE: – Articulate your GOAL a results focused statement

Establish reasons WHY

Write down ACTIONS needed to make it happen

1 4

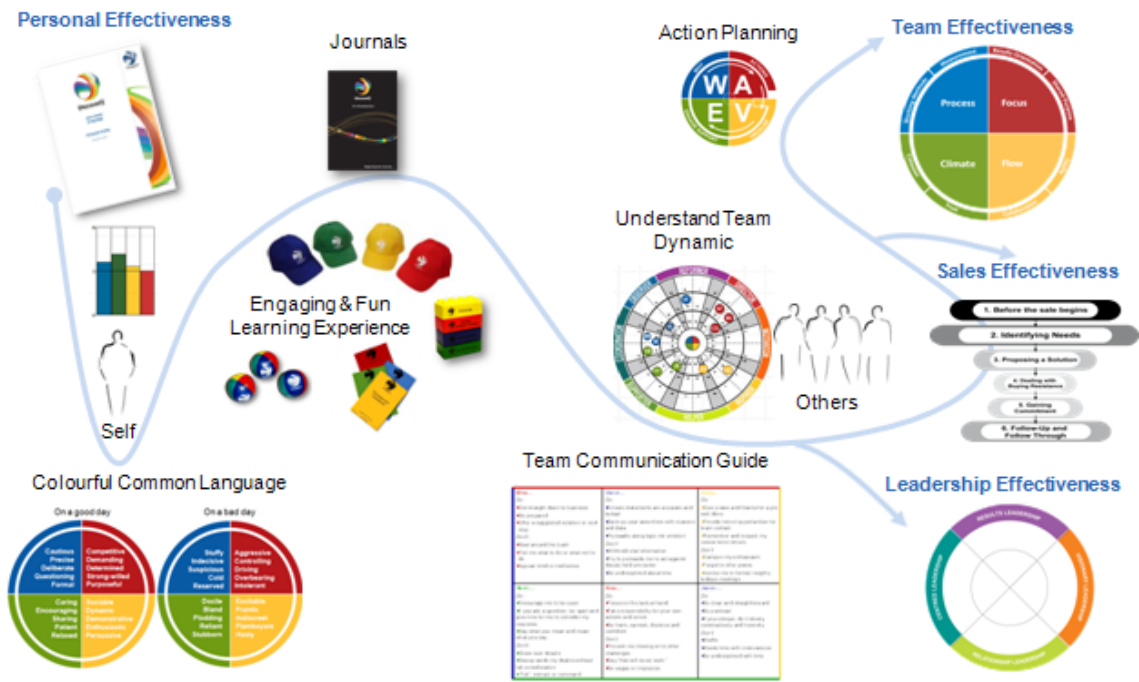
3 2

Identify who you can ENGAGE to assist you to achieve your GOALS

VISUALISE yourself achieving your goals

Overview of the Insights Discovery® Learning Paths and Programs Available

The diagram below provides an overview of the Insights Discovery® learning pathway and programs available. We always build upon the foundation of first increasing **Personal Effectiveness** then leading on to developing **Team, Sales or Leadership Effectiveness** as per the specific needs of the team or organisation.




The diagram below provides an overview of the Insights Discovery® learning pathways or programs available. We always build upon the foundation of first increasing Personal Effectiveness then leading on to developing Team, Sales and Leadership Effectiveness.

Laminated Job Aids (A6 size)

The following Laminated Job Aids are available instead of or in addition to the Workshop Journals to aid understanding, reinforcement and on going application. **Recognising Type & Adapting & Connecting** are generally included in the Full Day Program Agenda.

Colourful Connections



Fiery Red

Observable Traits

- Competitive
- Strong-Willed
- Purposeful
- Task-focused
- Goal-oriented

Dominant Attitudinal Function

Extroverted Thinking

Communication Tips

DO

- Be direct and to the point
- Focus on results and objectives
- Be confident and assertive

DON'T

- Be hesitant or dilly-dally
- Focus on feelings
- Try to take over

Sunshine Yellow

Observable Traits

- Sociable
- Dynamic
- Demonstrative
- Enthusiastic
- Persuasive

Dominant Attitudinal Function

Extroverted Feeling


Communication Tips

DO

- Be friendly and sociable
- Be entertaining and stimulating
- Be open and flexible

DON'T


- Bore me with details
- Tie me down with routine
- Ask me to work alone



© The Insights Group Ltd, 2009. All rights reserved.

www.insights.com

Colourful Connections



Cool Blue

Observable Traits

- Cautious
- Deliberate
- Formal
- Questioning
- Precise

Dominant Attitudinal Function

Introverted Thinking

Communication Tips

DO

- Be well prepared and thorough
- Put things in writing
- Let me consider all the details

DON'T

- Be over-emotional or casual with important issues
- Keep changing things without good reason

Earth Green

Observable Traits

- Caring
- Encouraging
- Sharing
- Patience
- Relaxed

Dominant Attitudinal Function

Introverted Feeling

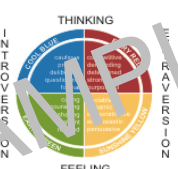
Communication Tips

DO

- Be patient and supportive
- Slow down and work at my pace
- Ask my opinion & give time to answer

DON'T


- Take advantage of my good nature
- Push me to make quick decisions
- Spring last-minute surprises



© The Insights Group Ltd, 2009. All rights reserved.

www.insights.com

Recognising Type Clues




Fiery Red	Interaction	Sunshine Yellow	Interaction
Verbal Style	Business like	Verbal Style	Animated
Interaction	Pragmatic	Interaction	Friendly
	Faster pace		Flexible
	Forthright		Informal
	Challenging		Engaging
	Task-focused		
Body Language	Formal	Body Language	Relaxed
	Eye contact		Unstructured
	Efficient		Busy or messy
	Productive		Photos of friends
	Latest gadgets		Quotes to inspire

© The Insights Group Ltd, 2009. All rights reserved.

www.insights.com

Recognising Type Clues




Cool Blue	Interaction	Earth Green	Interaction
Verbal Style	Little variation	Verbal Style	Soft tone
Interaction	Formal	Interaction	Cooperative
	Questioning		Easy-going
	Indirect		Considerate
	Controlled		Self-contained
	Reserved		
Body Language	Detached	Body Language	Warm smile
	Organised		Comfortable
	Neat		Personal
	Key information		Family photos
	Reference docs		Plants

© The Insights Group Ltd, 2009. All rights reserved.

www.insights.com

Insightful Adapting Strategies



Fiery Red

Focus on facts not feelings

Approaching

be direct and assured, don't waffle or hesitate

Questioning

watch for impatience, follow his or her pace

Presenting

be well-organised and factual

Handling Objections

meet resistance, reflective question

Gaining Commitment

state alternatives clearly

Follow-up

state intentions with probability of success

Sunshine Yellow

Be interested in them

Approaching

be socially focused

Questioning

ask questions to allow them to express themselves

Presenting

focus on future benefits, tell stories

Handling Objections

ask questions to allow them to express themselves

Gaining Commitment

offer incentives and special deals


Follow-up

be clear and direct, focus on the future

© The Insights Group Ltd, 2009. All rights reserved.

www.insights.com

Insightful Adapting Strategies



Cool Blue

Be prepared

Approaching

Slow down, not too direct, be more formal

Questioning

take notes, be methodical and structured

Presenting

Support statements with proof, demonstrate product knowledge

Handling Objections

ask searching questions to highlight concerns

Gaining Commitment

state alternatives

Follow-up

don't miss details, facts, figures, or promises

Earth Green

Slow down, be more open

Approaching

talk more slowly, be open

Questioning

show personal interest, ask their opinion and listen carefully

Presenting

get feedback, quote benefits

Handling Objections

don't push, check carefully to reveal concerns

Gaining Commitment

show people benefits, ask for commitment in a gentle and friendly way

Follow-up

focus on benefits to others, confirm details in writing

© The Insights Group Ltd, 2009. All rights reserved.

www.insights.com

Discovery^{Insights}

7

Additional Programs Available

Discovering Team Effectiveness – Get all team members on the same page and focus on key areas for development



This is a 57 page journal that supports the team to maximise their effectiveness by tapping into the full potential of colour energies available. The Insights Team Effectiveness model, aligned with the four colour energies, gives a framework for assessing how effective a team is in four key areas of functioning:- **FOCUS (Results Orientation, Shared Purpose, PROCESS (Working Methods, Measurement), CLIMATE (Cohesion, Trust) and FLOW (Collaboration, Agility).**

This framework will assist the team to identify and focus on addressing the most pressing and important issues for the team’s development. The team will be able to confront problems they have been struggling with in a positive, practical and engaging way and establish a road map for on going team development and improvement.

Discovering Sales Effectiveness – For Professionals who want to improve their Sales or Influencing skills



In the context of Selling, the four colour energies offer distinct gifts. Sales people can learn to maximise their sales effectiveness by learning to ‘flex’ their colour energies as relevant to ‘adapt and connect’ effectively to different customer preferences throughout the six stages of the sale. The *Effective Selling Chapter* of their profile will also pinpoint the stages of the sale where they will have the most challenges and how to proactively address these.

The Six Stages of the Sale are:- 1)Before the Sale begins (preparation), 2)Identifying Needs, 3) Proposing the Solution, 4) Dealing with Buying Resistance. 5) Gaining Commitment, 6) Follow-up & Follow-through.

Any professional who needs to enhance their ability to influence will benefit from a deeper understanding of how to draw on and optimise the power of each colour energy. They will also learn strategies to recognise different behavioural types and get to practice their new skills and strategies in a supportive environment.

Discovering Leadership Effectiveness –Improve Leaders ability to motivate, inspire and empower all of their people.



This Program explores the traits of great leaders and how the Insights Colour energies contribute to leadership in unique ways. Participants gain a deeper understanding and appreciation for their own preferences and how they impact their leadership style on their ‘good and bad’ days. It also explores the impact of missing or over-used energies in leadership.

The *Management Chapter* of the *Insights Discovery profile* is revisited to highlight the importance of both leading others and being led in the way that best suits and motivates the individual.

The Four Manifestations of Leadership (**Results Leadership, Visionary Leadership, Relationship Leadership, Centered Leadership**) and how these relate to the leader are explored as a framework for on-going developmental and focus.

Discovery Full Circle– For individuals or leaders who want to expand their self-awareness and understanding of how others perceive them and are impacted by their behaviour



The *Discovery Full Circle Profile(DFC)* and program takes individuals to a new level of understanding by providing fresh insights into themselves and the impact of their behaviour on others. It is the perfect companion or next step of development from the *Discovery Personal Profile* and creates the catalyst for new and potent ‘relationship building conversations’ with key individuals and stakeholders in your business life. *DFC* can be undertake as an individual or team program of development with one-on-one Coaching if required.

Significant Strengths of the Insights Discovery® System

1. **Simplicity.** The insights model is easy to understand, easy to remember, and easy to apply. The colours are intuitive, logical and entertaining.
 - Simplicity enables learning – people absorb and understand it quicker – they Get It!.
 - Simplicity enables memory – easy to remember and use over long time – It Sticks!
2. **Visual and holistic model.** By looking at the insights wheel we are literally able to see the whole, and how our current preferences and practices relate to the whole.
 - This ensures we understand all possible options, that we see our preferences and practices in the context of others. That we clearly see and value the differences in others, and how they contribute.
 - This allows us to more easily value diversity and identify developmental opportunities.
3. **Custom Individual Profiles** (no two are alike) with extremely high accuracy
 - Participants immediately connect with their profiles. This saves time and reduces resistance.
4. **Accuracy.** The insights model is underpinned with a strong Jungian psychological basis.
 - It is constantly and extensively validated.
5. **Depth.** The insights model has incredible depth. Unique to Insights is its “insights” into our unconscious (shadow) self and our energy preference flow.
6. **Practical and Proactive.** The insights model and profile is very pragmatic answering the question ‘what do we do with this information?’
 - It is written in positive jargon-free language that is easy to interpret and apply.
 - The profile is packed with relevant strategies for improvement.
7. **Energy, not type.** The insights system focuses on individual and collective colour energy preference. The focus is not on identifying individual type.
 - Many people have a huge resistance to being put into a type category, box or pigeon holed. The insights approach significantly reduces this resistance.
8. **Applications.** The insights system has a core foundation with a significant and growing number of application modules, both on and off-line. These currently include:
 - Personal and leadership development, team development, organisational culture assessment, sales effectiveness and sales management, learning styles, dealing with stress, and Coaching.
9. **Flexibility.** Insights is not prescriptive or restrictive
 - The facilitator has flexibility as to the format and duration of the workshop.
 - Insights provides a vast resource of blended learning modules, tools and resources.
10. **Value.** The insights system is competitively priced. Because of the strengths mentioned above it delivers extremely high value to individuals, teams, and organisations.
 - It is an investment that yields significant return over the short and long term.
 - Insights client testimonials and case studies can be provided if required.

Visit: <http://www.inside-inspiration.com.au/recommendations.html> to view client testimonials

Visit: <http://www.insights.com/45/case-studies.html> to view Case Studies.

Images from an Insights Discovery Program

