

Understands Their Own and Others' Expectations

Circle appropriate response:

Week 1: The individual

Look for people able to describe the expectation and giving concrete examples:

| Topic | Score |
|--------------------------------------|---|
| Expectations they have of themselves | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Expectations they have of others | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Expectations others have of them | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Total | |

Week 2: The individual's direct manager.

Look for people able to describe the expectation and giving concrete examples:

| Topic | Score |
|---|---|
| Expectations they have of themselves | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Expectations they have of others | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Expectations others have of them | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Total | |

Week 3: The individual's direct report.

Look for people able to describe the expectation and giving concrete examples:

| Topic | Score |
|--------------------------------------|---|
| Expectations they have of themselves | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Expectations they have of others | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Expectations others have of them | 1 – Very poor understanding 2 – Poor understanding 3 – Average understanding 4 – Good understanding 5 – Excellent understanding |
| Total | |

Summary of the three-week cycle – circle appropriate level of alignment:

- 1 – Very poor alignment
- 2 – Poor alignment
- 3 – Average alignment
- 4 – Good alignment
- 5 – Excellent alignment