Profi Competence
Tests for Adults

ACTION

REPORT
MY ACTION

Report: Name

Report type: Medium

ID: 0000

Date: 2021-02-16

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REPORT TEST

MY ACTIONS

My Actions Test is a multidimensional tool used in personality testing in the context of numerous areas of your life, both private and professional This method allows for an accurate and detailed description of your personality in terms of how it works, resulting from an individual profile determined by your age, gender and experience. The tool identifies your characteristics in the process of performing an action and your attitude towards the world and the future. It examines your potential in the area of everyday life. It gives information about organization, conscientiousness, caution or endurance in pursuing a goal as well as predisposition to lead others. The comprehensive report that you hold in your hand presents your typical ways of behaving, feeling and thinking in different life situations. The test describes your results in six sub-dimensions:

Reading the report, you will find answers to numerous questions about your style of functioning in private and professional life. You will learn about your reactions, behaviours, attitudes, beliefs, strengths and areas for development. The extensive analysis of your results also includes recommendations from specialists in various fields. The suggested guidelines refer, among others, to your emotional, social, intellectual and physical development.

This report offers comprehensive knowledge about yourself, which can translate into your goals and decisions in your private and professional life.

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HOW TO INTERPRET THE REPORT

When analysing your results, pay attention to the fact that some subdimensions may present your natural traits and other subdimensions may provide information about your learned reactions. It's completely natural. In your everyday functioning, you mostly apply your innate traits, talents and strong sides.

However, sometimes the position that you take or the role that you assume in a team (privately and professionally) requires from you certain behaviours. After some time innate reactions become so obvious that you accept them as your natural reactions.

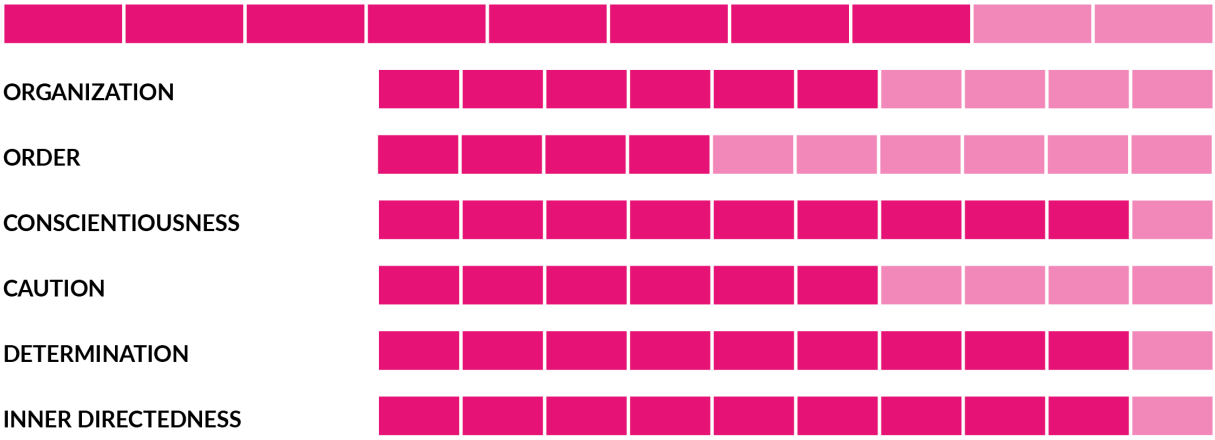
When analysing the results, decide which of the subdimensions show what is innate to you and which ones show a developed way of being. Additionally, decide which traits you would like to keep working on, which ones you would like to start working on and which ones you are fully satisfied with.

Pay attention to the fact that in some of the assessments you may have a generally high result in your overall score, however, particular subdimensions (one or two) may show moderate or low scores.

Example:

The overall assessment score, which is the average of the subdimension results, describes the global image of a person in action, combining the results of all the subdimensions into one general score.

MY ACTIONS



It is possible to receive a high result on the scale of **MY ACTIONS** and simultaneously receive a low result in one of the subdimensions - **ORDER**.

We are then dealing with a person who is highly organised, conscientious and determined in action, furthermore, they are cautious in making decisions and are strongly inner directed, meaning they are strongly decisive regarding themselves, however, their way of ordering private matters as well as professional ones may be at a low level, which means this is a person who doesn't pay full attention to the order surrounding them.

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MY ACTIONS - A

The dimension ***My Actions*** describes task-oriented or goal-oriented behaviours which are connected with reliability, organisation, orderliness, thoroughness and durability. It refers to the pursuit of achievements, planning and organisational skills and completion of tasks. It reflects the tendency to follow rules, be obedient and loyal and the ability to take control over one's personal life in the decision-making process.

ORGANISATION

It describes trends in planning tasks in private and professional life. It describes the ability to organise tasks and implement plans into life.

ORDER

Measures the tendency to maintain order in various spheres of life. It also concerns keeping one's surroundings tidy.

CONSCIENTIOUSNESS

It measures the tendency to live according to ethical and social principles. It shows how they influence your private and professional life. It determines the level of obligation, reliability and diligence in action. It shows how much you can rely on someone and how much the person under examination is responsible for his or her actions.

CAUTION

It determines the tendency to analyse exactly what is to be done. It shows the level of prudence and caution or spontaneity and impulsiveness in the decision-making process. It indicates how cautious we are in action.

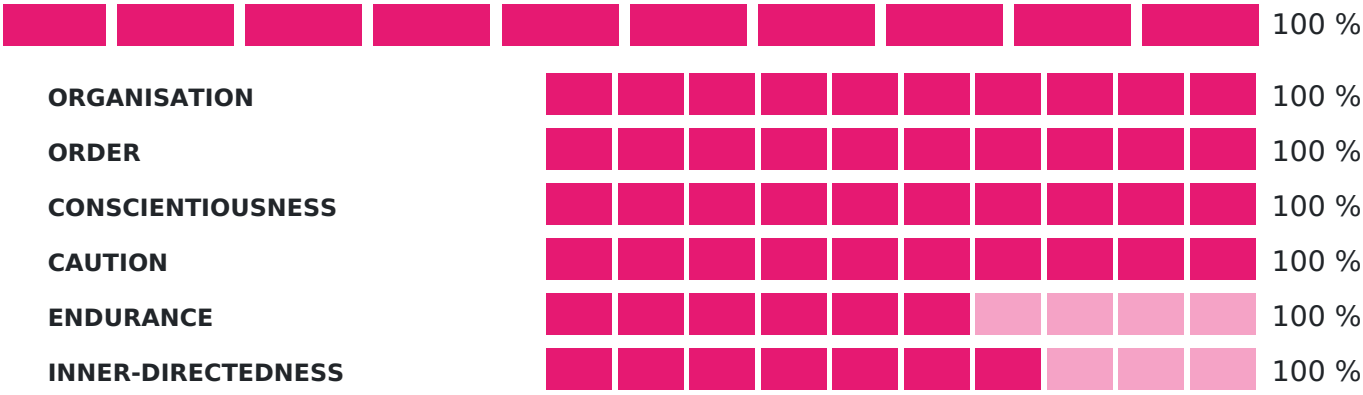
ENDURANCE

It measures the tendency to lengthen the duration of the task, to remain in the process of implementation, despite the presence of nuisances, distractors or deficiencies. It measures the degree of focus when performing different tasks and activities as well as the reactions whenever difficulties occur.

INNER-DIRECTEDNESS

Measures how strongly you rely on yourself, on your own judgements. It informs of the independence in making decisions in different situations, both private and professional. It shows the level of control in life. It determines to what extent a person controls their life independently and to what extent under the influence of other people or situations.

MY ACTIONS - A



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DIMENSION

SOCIAL APPROVAL - A

SOCIAL APPROVAL - A

The dimension ***Social Approval*** desribes the tendency to present yourself in a better light to achieve greater social acceptance. It is connected with the willingness to behave in a socially desirable and acceptable manner. The need to win social approval is also demonstrated in the test situations by attributing to yourself positive or commendable behaviour, as well as negating the presence of undesirable attitudes or behaviour within yourself. To some extent it overlaps with conformism and increases the tendency to alter or embellish your own way of behaviour.

High result

Your result on the ***Social Approval*** scale is high in comparison with other people. It means that you tend to ascribe yourself extraordinary strengths and deny common flaws.

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DIMENSION

MY ACTIONS - A

SUBDIMENSIONS:

- **ORGANISATION**
- **ORDER**
- **CONSCIENTIOUSNESS**
- **CAUTION**
- **ENDURANCE**
- **INNER-DIRECTEDNESS**

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MY ACTIONS - A

GENERAL DESCRIPTION

VERY HIGH RESULT

Below you will find overall result for the MY ACTIONS dimension being the average of your subdimensions

Your result on the scale of the ***My Actions*** dimension is very high in comparison with other people. It means that in your life you are a very proactive person. You make decisions on the basis of your own thoughts and analyses. Your approach to action is planned and highly organised. Your actions are very logical and follow a self-defined direction. You are a person who is confident in action. You take full responsibility regardless of the fact if your decision was right or wrong. You don't like to be directed by anyone. You don't accept somebody else's orders. You feel most comfortable when you are the one to decide and you are in full control of the situation. You are always fully prepared to act. You control the deadlines, you set the phases of work and draw up timetables. Nothing is able to surprise you as you have carried out full risk analysis. You are enemy to random and chaotic activities. You hate forgetfulness, messiness and unpunctuality. You always approach your tasks with due care. You are a systematic and diligent person. You can be relied on and the result of your work doesn't need to be subject to scrutiny. You always deliver on time. You are a result- oriented person and you play by the rules in your actions. You despise fraud and you value reliability. What distinguishes you is attention to order, you tend to be a perfectionist. Both your workplace and your everyday life environment are neat and clean. You keep everything organised around yourself which additionaly strengthens your efficiency. In your activities you are an exceptionally resilient person, focused on work regardless of its scale of difficulty and time requirements.

Now take a close look at the detailed results to find out which of the subdimensions have the greatest impact on your overall result.

DETAILED DESCRIPTION

ORGANISATION

Your result on the scale of the ***Organisation*** subdimension means that you always approach both private and professional matters with a plan. Your actions are logical and deeply thought-out and well planned. You set yourself goals and tasks, and you create detailed work schedules. You have the timing of your activities under control. This gives you a sense of security and self-efficacy, meanwhile the people around you believe that you know what you are doing. There is no place for chaos and random movements in your actions. You are the enemy of chance and illogical action. You don't accept delays, because they disrupt your

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schedule. You have all the activities under control, you know what you need to do to complete the task, so before you start, you collect the necessary data, documents and tools.

ORDER

Your result on the scale of the ***Order*** subdimension means that your action has an excessive tendency towards order. An impeccably clean workplace gives you the opportunity to focus on the task. Such a high level of tidiness on the scale is reflected in perfectionism. Both at work and at home you maintain absolute tidiness and order around you. You won't sit down until everything around you is tidy. You clean your workplace, your car or your apartment with care for the smallest details. Everything has its place in wardrobes, cabinets and drawers. You arrange documents and assign them to the right binders. You don't have to look for anything - you have everything under control and know exactly where it is.

CONSCIENTIOUSNESS

Your result on the scale of the ***Conscientiousness*** subdimension means that you are a person who meticulously fulfills their duties. Both in your private and professional life you approach all your tasks responsibly, and when you commit yourself to something, you can always be counted on. You do your job as well as you can and you don't happen to miss out on something. You bring things to a conclusion, within the set deadline. One can certainly rely on you. You are diligent, systematic and obedient to the rules. When you pursue a goal or seek a solution, you stick to the rules, work reliably and report on progress if necessary.

CAUTION

Your result on the scale of the ***Caution*** subdimension means that you are one of those people who carefully consider all pros and cons before making a decision. You are the real judge when you have to make a decision. You don't happen to make a decision without thinking or spontaneously, based on impulse or sudden emotions. You are one of those people who think first and then act according to what they have decided. Before you make a decision, you examine all the risks, all the available opportunities and possible consequences. This protects you from risky investments in life, but on the other hand, it does not allow you to take advantage of opportunities, where the decision must be made very quickly, sometimes intuitively.

ENDURANCE

Your result on the scale of the ***Endurance*** subdimension means that you can spend many hours or even days on one task if you want to. However, if it's not for you, you interrupt your activities in the direction you want to go, and you transfer your energy to another activity. Often you are fully committed to the activity and continue to take action to the end, regardless of the scale of the difficulty, but you are just as often tired of a topic and give up the activity for an indefinite time. Sometimes you can be described as persistent, goal-oriented and very enduring, and sometimes you can be described as a person with short-lived energy, who will become excited about the activity for a while and soon jump over to another topic.

INNER-DIRECTEDNESS

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Your result on the scale of the ***Inner-directedness*** subdimension means that you make conscious decisions and you do not shy away from responsibility for them. You are a rather independent and active person. You do not want to be the result of someone else's actions. You are the one who sets the directions, because that's the only way you don't lose your sense of control. You have a strong belief that you can rely on yourself, your thoughts and intuition. You don't need advisors around. You are predisposed to lead others, because you are alien to subordination, conformism or rigid thinking. You don't need any flattery or reinforcement from others. You know your own value and the evaluation of others does not affect your self-esteem.

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MY ACTIONS - A

DEVELOPMENTAL RECOMMENDATIONS

ORGANISATION

- In current times, the ever changing market as well as consumer needs bring about constant changes to organisation. It is very often that only the top management is fully aware of the purpose of the changes. Be an open person to introduce adjustments to your everyday work, remembering that sometimes a change which you don't understand is necessary for the department, team or whole organisation, which you, as an employee, may be informed about later.

ORDER

- There is no perfection. It is important to maintain order, but not at the expense of your relaxation or loss of joy in your daily life. Sometimes you can postpone the cleaning or delegate it to others who also use the same room. Excessive attention to detail can take away your ability to look at the matter as a whole. The excessive tendency to immediately organise things around you may cause people to see despotic qualities in you.

CONSCIENTIOUSNESS

- People with such an approach are valued in the labour market, because when they take up a certain position they do not focus on doing what is required and returning to their private lives, but they work with full commitment so that the tasks entrusted to them are performed as best as possible.

CAUTION

- Caution and prudence in making decisions actually protect you from any losses you may suffer that are tied to executing uncertain ideas, concepts or investments. Remember, however, that the numerous analyses you conduct in everyday situations keep you from acting and often direct your thoughts to dark scenarios. Meanwhile, the anticipated risks do not always have to occur, and even if they do occur, you can prepare for them without giving up on a project.

ENDURANCE

- High endurance allows you to achieve success in many cases. It is mainly the people with such an approach who celebrate achieving their goals. On the outside, it seems that people who have done something great, have done it quickly or with exceptional ease. The truth is, however, that the surrounding people fail to notice how many hours the successful person had to spend on hard, strenuous, sometimes repetitive, sometimes creative work and the difficulties they had to face, without being hindered by them. Short-lived energy for tasks in turn causes you to waste a lot of energy and time on activities, the outcome of which you will never see due to the interruption of a task. However, the completion of the tasks is still something to be developed. It is a matter of work and self-

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training. Eventually, you can practice the habit of completing the activities regardless of the level of nuisance.

INNER-DIRECTEDNESS

- High inner-directedness affects the strong sense of one's own efficiency i.e. the conviction that you're going to make it regardless of the situation, that most things in life are up to you. Such a conviction is a boost for you every day and it causes your strength and your confidence to grow.

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