

# EVERYTHING DiSC<sup>®</sup> MANAGEMENT

### PROGRAM CONTENT:

Six one-hour training modules with leader's guides, PowerPoint, participant handouts, and video that support the 26-page *Everything DiSC<sup>®</sup> Management Profile*.

### PROGRAM DESCRIPTION:

*Everything DiSC Management* helps managers

- Develop their styles
- Improve communication
- Increase engagement

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## YOUR DiSC<sup>®</sup> MANAGEMENT STYLE

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### MODULE 1

**Length:** 60 minutes

#### Activities:

- Individual
- Partner
- Small Group
- Large Group

#### Materials:

- Handout 1.1
- *Everything DiSC Management Profile: Your DiSC Management Style* section

#### Goals:

- Learn about the DiSC<sup>®</sup> model and how it informs the role of manager.
- Discover your management style on the *Everything DiSC Management Map*.
- Explore the priorities that drive your management style.

#### Activity Description:

Participants share characteristics of their favorite manager in an ice-breaker activity. A video introduces them to the DiSC learning model and the four basic styles of management. They read about their management styles and discuss the aspects of managing that they tend to enjoy or find draining. Finally, they reflect on what they learned about management styles.

### MODULE 2

**Length:** 60 minutes

#### Activities:

- Individual
- Small Group
- Large Group

#### Materials:

- Handout 2.1
- Handout 2.2
- Handout 2.3
- *Everything DiSC<sup>®</sup> Management Profile: Your DiSC Management Style* section
- *Management Interaction Guides*

#### Goals:

- Explore the influence your management style has on how you manage time, make decisions, and approach problems.
- Discover how your style helps shape your day as a manager.
- Learn a method for recognizing other people's DiSC styles.

#### Activity Description:

Participants explore how they tend to manage time, decisions, and problem solving. They then get into DiSC style groups and create posters describing a day in the life of their styles. After they present their posters to the larger group, they discuss what they learned about different styles. Participants learn how to recognize others' DiSC styles using people reading. They practice people reading using video segments in a competitive team activity. Finally, they people read someone they manage.

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## DIRECTING AND DELEGATING

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### MODULE 3

**Length:** 60 minutes

**Activities:**

- Individual
- Partner
- Small Group
- Large Group

**Materials:**

- Handout 3.1
- Handout 3.2
- *Everything DiSC® Management Profile: Directing and Delegating* section
- *Management Interaction Guides*

**Goals:**

- Learn about your natural directing and delegating style.
- Identify the directing and delegating needs of different people.
- Write an action plan for improving how you direct and delegate to a person you manage.

**Activity Description:**

Participants explore their perspectives on directing and delegating. They read about their directing and delegating styles and discuss their strengths and challenges. They watch video segments showing ineffective directing and delegating approaches for four employee styles. They discuss in a large group what was ineffective, then watch a follow-up segment that demonstrates a better approach. Finally, participants use people reading to figure out the DiSC® style of someone they manage. They read about directing and delegating to that style, and they write action plans for improving their approaches.

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## MOTIVATION

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### MODULE 4

**Length:** 60 minutes

**Activities:**

- Individual
- Partner
- Small Group
- Large Group

**Materials:**

- Handout 4.1
- Handout 4.2
- Handout 4.3
- *Everything DiSC Management Profile: Motivation* section
- *Management Interaction Guides*

**Goals:**

- Learn how you affect the motivation of others.
- Recognize what different people find motivating and demotivating.
- Write an action plan for creating a more motivating environment for someone you manage.

**Activity Description:**

Participants choose two things that motivate them and record their choices on a flipchart. They discuss similarities and differences in the group. They read about motivation and the environment they create and discuss this with a partner. They watch video segments showing demotivating approaches for four employee styles. Participants discuss what was ineffective, then they watch a follow-up segment that demonstrates a better approach. Finally, participants use people reading to figure out the DiSC style of someone they manage. They read about what motivates that style, then they write an action plan for creating a more motivating environment.

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## DEVELOPING OTHERS

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### MODULE 5

**Length:** 60 minutes

**Activities:**

- Individual
- Partner
- Small Group
- Large Group

**Materials:**

- Handout 5.1
- Handout 5.2
- Handout 5.3
- *Everything DiSC® Management Profile: Developing Others* section
- *Management Interaction Guides*

**Goals:**

- Learn about your natural style of developing others.
- Identify the development preferences of different people.
- Write an action plan for developing a specific employee.

**Activity Description:**

Participants reflect on how a manager or mentor helped them grow. They read about the advantages and disadvantages of their styles when developing people. Then, in style groups, they discuss how they prefer to be developed, and they create a poster to inform the large group about their preferences. Finally, participants use people reading to figure out the DiSC® style of someone they manage. They read about the development preferences of that style, and they write an action plan for developing that person.

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## WORKING WITH YOUR MANAGER

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### MODULE 6

**Length:** 60 minutes

**Activities:**

- Individual
- Partner
- Small Group

**Materials:**

- Handout 6.1
- Handout 6.2
- *Everything DiSC Management Profile: Working with Your Manager* section
- *Management Interaction Guides*

**Goals:**

- Consider how your manager might see you.
- Discover different approaches for getting buy-in from your manager.
- Write an action plan for improving how you work with your manager.

**Activity Description:**

Participants consider how well their managers understand them and how well they understand their managers. They read about how their managers might see them and discuss this in table groups. They watch video segments demonstrating four successful approaches for getting buy-in, each with a different style of manager. Participants use people reading to figure out their manager's DiSC style, after which they read about working with their managers. They discuss what they're doing successfully with their managers and areas where they could improve. Finally, they write action plans for working more effectively with their managers.