

# TTISI Working From Home Report

This companion document is designed to help you get the most out of your TTISI Working From Home Report. It provides an overview of the report, some self reflection/coaching activities and further considerations to get deeper insights from TTISI.

## Working from Home

Prior to 2020, 47% of the working population took part in a form of remote working. That figure increased dramatically within a period of a few weeks as social distancing became a required part of our lives to maintain our health. With these changes, our work and personal lives converged as many people started working from home full-time. We understand the pressure this caused, and we're here to help you navigate your new ways of working.

Strains and challenges that weren't previously experienced by the general population are now front and centre. One of the most important factors in resolving these issues is **communication**.

## About this Report

This report helps you to understand your unique style, which is based on the DISC Behavioural 4-Factor Model. Are you familiar with DISC? It's an acronym for Dominance, Influence, Steadiness and Compliance. The model provides a universal language of observable behaviour, and by applying the model, you can improve the way you communicate with colleagues, friends and family. This complementary report uses a simplified version of the full DISC report as it does not require a coaching debrief. With this report, it's very much a DIY (do it yourself) approach to learning and development.

There are eight communication styles referenced in this report:

1. **Direct:** When communicating online with a person who is ambitious, forceful, decisive, strong-willed, independent and goal-oriented.
2. **Reflective:** When communicating online with a person who is cooperative, low-key, modest and mild.
3. **Outgoing:** When communicating online with a person who is magnetic, enthusiastic, friendly, demonstrative and conversational.
4. **Reserved:** When communicating online with a person who is restrained, controlled, non-animated, reflective and reserved.
5. **Predictable:** When communicating online with a person who is patient, predictable, reliable, steady and relaxed.
6. **Dynamic:** When communicating online with a person who is active, flexible, eager and fast-moving.
7. **Compliant:** When communicating online with a person who is dependent, neat, conservative, careful and compliant.
8. **Pioneering:** When communicating online with a person who is uninhibited, open-minded, independent, unconventional and intuitive.

Most relevant to you (in this report) are the cues to look for and understand, particularly when videoconference doesn't allow you to pick up on other forms of communication, such as body language and tone.

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## How to Use the Report

Consider the report a working document that you can highlight and mark up to support your needs. Follow the instructions provided with the supporting materials to undertake your action plan and get the most from your report. If you need a more detailed report to support the relationships in your life or your professional team, we would be happy to assist you with a more comprehensive tool.

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## Self-Paced Coaching and Action Plan: Coaching Action 1

Consider the three people, who you need to interact with most regularly over videoconference.

1. Write their names (or titles) on the top line of the boxes below.
2. On the second line, write your interpretation of their communication style using the descriptions on the previous page. (For example: Write "Direct", or if you think two factors are even, write both "Direct & Compliant".)
3. Based on your answer above, look at the tips for someone of that communication style on the pages labelled "Communicating with Others". On the third line, write the communication tip you will apply the next time you interact with each person you identified.

<b>Name:</b>	<b>Name:</b>	<b>Name:</b>
<b>Communication Style(s):</b>	<b>Communication Style(s):</b>	<b>Communication Style(s):</b>
<b>Tip(s):</b>	<b>Tip(s):</b>	<b>Tip(s):</b>

A combination of different behavioural styles in one place can cause some friction. With the above individuals identified, consider the mix of styles and how they differ to your style.

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## Self-Paced Coaching and Action Plan: Coaching Action 2

Consider your interactions while working remotely. For example, if you're at home, you may be interacting with a partner, spouse, children or housemates, etc. To remain productive with your work in this remote environment, use the personalised "Your Working Remote Tips" on page 3 of the report to complete the blanks below.

I find I am **less** productive when...

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I am finding it most **challenging** to...

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To **increase** my productivity I will...

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## Self-Paced Coaching and Action Plan: Coaching Action 3

Consider how a more detailed profile could support you.

1. Are you now working in close quarters with a partner, spouse or housemate? This is a big change for a lot of people, which can create tension in important relationships. We can help with a Relationship Insights Report.
2. With schools operating their new online learning model, families are finding it tough to balance teaching practices with other pre-existing responsibilities. If you're sharing your home and work life with a student (age 16+), it's a big change that can create tension and pressure across the family. We can help with a Student Insights Report.
3. Working virtually presents new challenges for communicating with team members. We can help you and your team by converting your "Working from Home" report to a full Coaching Report.

It's important to have a common language for talking about different communication styles to remove any barriers to working effectively.

If you would like more information on either the  
Relationship Insights Report  
Student Insights Report  
Or the full Coaching Report  
please contact

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[Visit our website to get details on how to get maximum value from your report](#)