

# CheckPoint 360



**CheckPoint 360™** has been used by more than 4.8 million individuals in 118 countries in 32 languages since 1992. Participants can increase self-awareness, compare perceptions from different workplace sources, measure performance in relation to goals, clarify the expectations of others, and prioritize development needs as well as verify alignment between the respondent and management's perception of key performance areas. This assessment is designed to help prioritize the skills and attitudes necessary for fostering and developing leadership.

All survey information is processed off-site so privacy is protected with the exception of the boss of the person receiving the feedback report.

CheckPoint quantifies a participant's competencies, verifies the results from a variety of perspectives, and identifies ways to enhance 8 skill clusters and 18 related competencies:

## Communication

- Listening to others
- Processing information
- Communicating effectively

## Leadership

- Instilling trust
- Providing direction
- Delegating responsibility

## Adaptability

- Adjusting to circumstances
- Thinking creatively

## Relationships

- Building personal relationships
- Facilitating team success

## Task management

- Working efficiently
- Working competently

## Production

- Taking action
- Achieving results

## Development of others

- Cultivating individual talents
- Motivating successfully

## Personal development

- Displaying commitment
- Seeking improvement

Completion Time: 70 questions, 30 minutes

Languages: English & French, automated/web based completion

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## Report Options:

- ▲ Individual Feedback report
- ▲ Management feedback focused on helping the individual to perform in their current or future role.
- ▲ Group reports: with 3 or more individuals in an area, it is possible to see patterns in skill sets that indicate leverage opportunities or corporate vulnerabilities.

## Development Options:

### 1. Leadership Workshop

DMS provides a 5 day Leadership development program designed to help the participants orient themselves to key concepts, practice and develop their skills as well as develop a plan of action for on the job integration and development of the leadership skills set.

What the participant receives:

- ▲ 5 day Leadership program with workbooks, handouts, plan of action
- ▲ Confidential Personality Assessment and Leadership assessment both in colour hard copy and PDF copy.

### 2. Coaching

DMS offer personalized coaching to help individuals understand the full impact of their assessment. Coaching includes the development of a plan to capitalize on the Leadership strengths already in existence and a road map for strengthening the skills that provide leverage towards even better results.

What the participant receives:

- ▲ Instructions on how to complete the assessment
- ▲ Confidential Report in PDF and hard copy colour format of their assessment
- ▲ Personal 2 hour coaching session with the option of additional coaching

What the organization receives:

- ▲ Administrative support
- ▲ Follow up when the participants or any of their direct reports, peers, or manager do not respond in a timely fashion to participating in the assessment process.
- ▲ Access to the frequently asked questions regarding 360 Assessments and the responses

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## 3. Self Guided Development

DMS has developed a workbook that functions like a coach who focuses on action. The workbook includes a guide to interpret the data, set goals and develop strategies to bring about new behaviours and sustain change.

What the participant receives:

- ▲ Instructions on how to complete the assessment
- ▲ Confidential Report in PDF format of their assessment
- ▲ Workbook designed to facilitate the development of a plan of action

What the organization receives:

- ▲ Administrative support
- ▲ Follow up when the participants or any of their direct reports, peers, or manager do not respond in a timely fashion to participating in the assessment process.
- ▲ Access to the frequently asked questions regarding 360 Assessments and the responses

## 4. Assessment

This assessment is written in a user friendly format and can be used as a stand alone document.

What the participant receives:

- ▲ Instructions on how to complete the assessment
- ▲ Confidential Report in PDF format

What the organization receives:

- ▲ Administrative support
- ▲ Follow up when the participants or any of their direct reports, peers, or manager do not respond in a timely fashion to participating in the assessment process.
- ▲ Access to the frequently asked questions regarding 360 Assessments and the responses