

Performance Profile Training and Development Report: The Professional Development Guide

The Professional Development Guide is a self-administered, self-paced training and development tool that answers the newly-hired employee's question, "How did I do on those personality tests?"

The Professional Development Guide summarizes the individual's results by describing how they are likely to affect on-the-job performance, and the Guide includes practical suggestions and action steps in each performance area that the individual can use to improve his or her professional skills and knowledge.

The Professional Development Guide includes:

- Customized suggestions for increased efficiency, exercises, suggested readings, and management tips *that are based on the individual's answers on the Performance Profile questionnaires.*
- A self-guided personal inventory of strengths and developmental needs
- A plan for obtaining and using feedback from people who know the individual well in order to improve professional effectiveness
- A two-part Action Plan for the making a personal commitment to improving personal and professional effectiveness

How Can the Professional Development Guide be used?

The Professional Development Guide can be used as part of a company's management training and professional development programs, or as a stand-alone management training and professional development initiative.

The Professional Development Guide can be used with both newly hired employees and current employees.

Note: For security reasons, we do not post actual sample reports at our public website. For more specific information about the content of the Professional Development Guide, please call our toll-free number (800-886-4356) or contact us at: information@helmtest.com