

## Workplace Big 5 Profile

### Catalogue:

*Please contact us for pricings.*

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WorkPlace  
BIG FIVE PROFILE™ 4.0

### **Assessments:**

**WorkPlace Big Five ProFile (WB5P)—LONG FORM:** 107-items one-time, non-reusable  
-On-line version or  
-Paper version (in pack of 25 sets) - scored by computer, and reports may be mailed either electronically or traditionally.

**WorkPlace Big Five ProFile (WB5P)—SHORT FORM:** 48-items one-time, non-reusable  
-On-line version or  
-Paper version (in pack of 25 sets) – scored manually with conversion sheets included.

**SchoolPlace Big Five ProFile)—LONG FORM:** is ideal for students from about 15 to 25 years of age

### **Special Reports:**

- The Partner report (analyzes two people in a relationship from the perspective of several different relationship models, for consultant's use only).
- The Teamer report (analyzes up to 25 people and their functioning as a team based upon different models)
- The Leader report (converts your Big Five scores into an assessment of your leadership capabilities based upon many different leadership models)
- The Grouper report (a 360° Report that will accommodate up to 1 self-rating and 8 other raters).
- The Career Guider report (uses your Big 5 scores to predict your career preferences based on common career models)
- The Seller report (converts your Big Five Scores into an estimation of your sales profile according to a variety of sales models)
- The Learner report (converts your Big Five Scores into an estimation of your learning style profile according to a variety of models);
- The Projector report (includes projected probable scores on 30 popular tests such as MBTI, FIRO-B, etc.)

### **Learning Materials:**

***The Owner's Manual for Personality at Work***, by Pierce J. Howard, Ph.D., and Jane Mitchell Howard, M.B.A. (Austin, Texas: Bard Press, 2001). 274 pages of Big Five explanation: how the Five Factor Model affects performance, communication, teamwork, leadership, and sales.

***The Owner's Manual for the Brain: Everyday Applications from Mind/Brain Research***, 3rd Edition, by Pierce J. Howard, Ph.D. (1,000 pp., Austin, TX: Bard Press, 2006).

***The Workplace Big Five ProFile Workbook***, 2001 by Pierce J. and Jane M. Howard; 34 pages with a cover designed to compliment the Big Five Multicolor Factor Feedback Form; for use by participants during a feedback session and as a take-home resource; includes narrative text about the five factors, case studies, comparisons of traits, suggested compensation/development strategies, style boxes, suggested influencing strategies, and worksheets.

***Professional Manual for the Workplace Big Five ProFile***, by Pierce J. Howard, Ph.D. and Jane Mitchell Howard, M.B.A., published by CentACS in 2001; 107 pages; reliability, validity, administration, interpretation information, and bibliography.

**Introduction Session to the Workplace Big Five ProFile™**. Designed by Jane Mitchell Howard and Pierce J. Howard, this PowerPoint session has 48 slides for use with the Workplace Big Five ProFile™; it could be used for a quick overview to introduce a client to the Big Five but contains enough material to deliver a full 8-hour Big Five session for a client, including slides of pages 1-7 of the WB5P report, select examples from the CentACS Performance Competency Profile, the Big Five Trait exercises, quick nature/nurture discussion, quick history of the model, and much more; it is designed for use with the Big Five Bingo Icebreaker, the Big Five Characteristics WB5P Exercise, and the *WorkPlace Big Five ProFile Workbook: Applying Personality Results at Work* by Pierce J. Howard, Ph.D. and Jane Mitchell Howard, MBA.

**Certification Program Notebook (Replacement)**; for program graduates who desire an extra copy or an updated copy at a later time. Contains articles, cases, exercises, Power Point slides, and much other material that support the 30-contact hour Big Five Certification Program.

**Discovering Leadership Potential - Designed by Jane Mitchell Howard and Pierce J. Howard**, this PowerPoint session for use with the Workplace Big Five ProFile, contains enough material to deliver two full 8-hour sessions, including three Leadership models – The SEA model (Scanning, Evaluating, Acting), Kotter's 13 Leadership Factors, and Situational Leadership. It includes the powerpoint presentation and script on a CD, one Workplace Big Five ProFile Workbook, and one Workplace Flip Chart Graph. The CD also includes four additional handout files in Word: The Case of the Outspoken Sales Person, Leadership v Management Case Study Handouts, My Individual Optimization Plan, and Yukl's Leadership Card Sort Terms.

**Reprint of September 1995 Training & Development article, "Buddy, Can You Paradigm?"** by Pierce J. & Jane M. Howard. This was the first article to mention the Five-Factor Model of Personality/Big Five in a trade journal. Use it to market the Big Five to your own clients.

**"Reinterpreting the Myers-Briggs Type Indicator from the Perspective of the Five-Factor Model of Personality,"** by Robert T. McCrae and Paul T. Costa, Jr. This is a landmark article to use for marketing the Big Five.

**"Human Resource Optimisation: Creating Training & Development that Sticks,"** by Jane Mitchell Howard and Pierce J. Howard. This article was originally published in the UK periodical *Selection and Development Review* in the November 2000 issue.

**Report and Influence Strategies: A Planning Workbook**; by Pierce J. Howard, Ph.D. and Jane Mitchell Howard; © 1998; 12-page work-book for use in influencing or sales situations; assists participants in identifying their preferred influencing or selling styles based upon their own five-factor profile; helps participants identify the likely five-factor profile of someone they are trying to sell to or influence; then helps participants determine which strategies would be mutually comfortable or natural for participants to use with their target individual; contains 4 removable worksheets; workbook may be reused for later influence targets.

**OpTips (TM)** The OpTips CD software provides concrete lists of strategies for each of the 54 competencies that are described in the Capacity Report generated in the WorkPlace Big Five ProFile printed report. Consultants may recommend the strategies to their clients during performance coaching sessions, in small group sessions, in leader development situations, or in out-placement contexts, depending upon how well the client's Big Five profile "matches" a selected competency. Strategies for each of the 54 competencies are divided into 3 sections to correspond to the Howards' Human Resource Optimizer (HRO) Model: Strategies for "Perfect Match" or "Close Match" -- these are developmental strategies for the competency Strategies for "Stretch Fit" -- these are additional ways to support developmental strategies for the person to doesn't exactly fit a competency Strategies for "Unnatural Fit" or "Unsupported Competency" -- these are strategies to help the client work-around or off-set a competency for which they lack the recommended trait infrastructure The CD is licensed to one person for their use. If more than one person will use the CD, multiple copies should be purchased from CentACS, one for each user.

#### **Selection Tools:**

**Job Profiler (Traits);** a worksheet for profiling jobs using the primary traits (30 facets for the *NEO PI-R*; 24 subtraits for *WB5P*); 11" x 17" folded; may be used by individuals or used by consultants during a facilitated session to help define and profile a new or existing job; packet of 10 profilers.

**Job Profiler (Work Behaviors);** a worksheet for profiling jobs using the 53 behaviors of the CentACS Work Behavior Profile derived from CentACS scoring software; see SC-2, SC-3, or SC-4; packet of 10 profilers; helps people better define desired work behaviors in a particular job category.

**Job Profiler (Competencies);** a worksheet for profiling jobs using the 54 behaviors of the CentACS Professional Competency Profile derived from CentACS scoring software; packet of 10 profilers; helps people better define desired work behaviors in a particular job category.

**The Big Five Interview Guide (WB5P);** developed by David A. Travland, Ph.D., and Pierce J. Howard, Ph.D.; a worksheet to use during interviewing each job applicant with specific questions designed to identify the applicant's likely profile on 24 specific traits of the *WorkPlace Big Five ProFile*; these questions have been approved by an attorney that specializes in ADA issues; packet of 10 interview guides.

## Accessories

**Big Five (WB5P) Bookmarks;** colorful bookmarks showing the five factors and the Big Five logo; also display the three ranges of each scale, such as Introvert, Ambivert, Extravert, etc.; available with or without the CentACS name and address; give them to your clients and participants as a way to generate new business; 100 bookmarks.

**Multicolor Big Five Flip Chart Graphs-WB5P;** for use with the WorkPlace Big Five ProFile Multicolor Feedback Forms; this graph is flip chart size; use it for displaying team or group scores on the Big Five with either dots or markers.

**Big Five Pearls;** card sort exercise with 15 famous quotes to sort by Big Five dimensions; 3 quotes (low, mid, and high) per dimension; 1 deck of 15 laminated 3"x 6" cards with instruction sheet and answer key, available in a variety of colours.

**Big Five Characteristics (WB5P);** card sort exercise based upon actual interviews with a variety of workers; uses everyday work language to typify the extremes of the Big Five dimensions; 10 laminated cards (9"x 2 ¾") and 1 laminated playing board (8 ½" x 11"); available in a variety of bright colours.

**Big Five Bingo Icebreaker;** icebreaker exercise to use with a group or team; contains short, non-threatening descriptors that participants try to find a person to match. The first one to get a "bingo" or a double "bingo" wins. Pack of 25 sheets printed on yellow paper.

**Big Five Influencer Card Sort;** an experiential, laminated card sort based upon the lists of influencing strategies in *The Big Five Workbook* (p. 9) and in *Rapport and Influencing Strategies: A Planning Workbook* (p. 9). Use them alone or with teams to create strategies for influencing or communicating more effectively with others.

**Big Five Continuum Numbers;** laminated numbers on 8 ½ x 11 card stock to use to illustrate scores on the various continua of the Big Five; also helpful experientially when posted on the wall or placed upon the floor for participants to walk through the 30 facets with their team or management development classmates.

**Big Five Learning Strategies Planning Cards;** laminated cards containing suggested strategies to try with a learner based upon the learner's Big Five profile; cards are based upon the lists of learning strategies listed in *The Learner*. Use the strategies alone or with any individual you may be training, developing, tutoring, coaching, etc.; 10 laminated cards. For use with any Big Five test or report.

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