

Your Interests: What You Enjoy Doing

Directions: Consider each of the activities, listed below, in either a leisure or work situation. Circle your top interest areas. Your selections may include those activities for which you may not have any special ability or talent. Spaces have been provided for any area that may have been overlooked.

- | | |
|---------------|-----------------|
| Planning | Performing |
| Managing | Exploring |
| Creating | Designing |
| Analyzing | Mediating |
| Observing | Guiding |
| Servicing | Speaking |
| Helping | Installing |
| Operating | Researching |
| Writing | Promoting |
| Constructing | Forecasting |
| Evaluating | Serving |
| Farming | Leading |
| Organizing | Crafting |
| Expediting | Investigating |
| Innovating | Developing |
| Systematizing | Persuading |
| Auditing | Counseling |
| Relating | Training |
| Caring | Maintaining |
| Building | Problem Solving |
| Reading | Assessing |
| Traveling | Influencing |
| Synthesizing | Competing |
| Administering | |

My Most Enjoyable Interests

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Your Abilities: What You Do Well

The abilities you have need to be identified, for it is these abilities that will determine your success in the field you choose to pursue. However, even though you may lack certain abilities, the knowledge of your interests (from the previous exercise) may become exceedingly useful. For example, you may lack the ability to become a physician, but there are literally hundreds of related health fields and jobs which may support your interests and supporting abilities.

An "ability" is something you do well. It is a talent; some even say, "it is the expertness an individual demonstrates in his or her job". For most of us, all of our abilities are not supported by our interests, and vice-versa. Some of the things we do well, we do out of a need for survival reasons only. These might include such things as driving, managing money, cooking, or cleaning the house.

The key in this exercise is to identify existing skills, talents, or abilities that you do well. The selection of these abilities should be backed-up by an on-the-job track record. In other words, for the abilities you select, you will be asked to describe a situation in which you successfully used that ability. Having used the skill will prove you have the ability because you "did do it". More will be done on "proof of ability" later.

A grouping of skills has been used for this exercise. Included in the groupings are most of the terms used in your interest selection exercise, plus additional terms describing a variety of skills used in many different fields. Additional space has been provided for those groupings overlooked, or groupings which you feel provide a more accurate picture of your abilities.

Abilities (skills) I Do Well

Directions: Place a check in front of each group of skills you do well. If there are skills in your checked group you do not do well, cross them out. On the next page, list the numbers of each group you chose, and write a statement describing how you used at least one skill in each group checked successfully.

- 1. Construct/build/repair/handle/operate/fix/make
- 2. Research/investigate/evaluate/study/collect
- 3. Sculpt/draw/paint/sketch/fashion/craft
- 4. Read/write/speak/communicate/describe/report
- 5. Travel/discover/explore/vacationing
- 6. Innovate/invent/create/design/conceive
- 7. Persuade/convince/influence/motivate
- 8. Theorize/fantasize/visualize/forecast/predict
- 9. Serve/help/console/sympathize/care/be of service
- 10. Calculate/assess/account/troubleshoot/problem solve
- 11. Direct/manage/control/oversee/administer/lead
- 12. Organize/systematize/rank/order/file/compile/classify
- 13. Arbitrate/negotiate/mediate/reconcile/bargain
- 14. Market/merchandise/sell/advertise/promote
- 15. Instruct/guide/advise/mentor/counsel/teach/train
- 16. Plan/develop/schedule/strategize/goal setting
- 17. Garden/farm/cultivate/landscape/plant/ranch/environment
- 18. Perform/demonstrate/show/display/act
- 19. Analyze/edit/critique/interpret/review/compare
- 20. Inspect/measure/experiment/test/check/examine

Ability Groupings I Do Well

My Personal Profile - What Do I Look Like?

You have spent much time taking stock of yourself. Now, let's take a look at what you have decided so far about yourself - your product. Transfer the results of each of your exercises to this summary sheet.

My Personality Picture:

My Interests:

My Abilities (What I Do Well):

My Values (What Motivates Me):

My Workstyle:

My Roadblocks