Overview of Customizing the Everything DiSC Leader's Guide

The Leader's Guide has the following features:

MODULE OVERVIEW
Found at the beginning of each module's leader's guide, the Module Overview provides learning goals, activity description, length of the session, and a list of materials that will be needed to complete the activities in the module.

MODULE OVERVIEW

Length: 60-70 minutes

Activities:
Individual
Small Group
Large Group

Materials:
Handout 1.1
Everything DiSC Work of Leaders Profile: pp. 2-7

Goals:

Learn about the DiSC® model and how it informs the role of leader.

Discover your leadership style and priorities on the Everything DiSC® Leadership Map.

Learn about the Everything DiSC Work of Leaders™ process and how your DiSC style influences your behavior in each step of the process.

Activity Description:

Participants share elements of leadership most important to them in an ice-breaker activity. Participants watch a video that introduces the Work of Leaders, after which they read the Cornerstone Principles and

ACTIVITY PREP
If an activity in the module requires that the facilitator prepare posters or other materials ahead of time, this section gives instruction to properly create those materials.

ACTIVITY PREP:

A poster is available to help introduce the Everything DiSC® Leadership Map. Poster WOL-1 shows the map with the eight leadership priorities, and can be used to visually support your discussion of the DiSC® model. It is also useful as a supporting activity for an intact team. Simply ask each person

STEP Section
A **STEP** section denotes when the learning objective shifts (e.g., from demonstrating a new technique to practicing the new technique.) It provides a brief description of the new objective and a description of the upcoming activities.

STEP 1: DEFINE THE PROBLEM AND ACTIVATE PARTICIPANTS' PREVIOUS EXPERIENCE
10 minutes: Small-Group Activity

Participants share elements of leadership most important to them in an ice-breaker activity.

SCRIPT
The script uses a combination of shaded and unshaded cells. It is organized in sections called

SAY, INSTRUCT, and ASK that are shaded cells with headers (e.g., INSTRUCT:) and text. These cells are followed by an unshaded cell with italicized directions to the facilitator where necessary.

Slide 4 HO 1.1	**INSTRUCT:** [CLICK] Let's start by watching a video that introduces the Work of Leaders. Take notes about what you learn on the top of Handout 1.1.
Slide 5	[CLICK] *Video segment (2.5 minutes).*
Slide 6	**ASK:** [CLICK] What ideas stood out for you as you watched the video?
	Take a variety of responses.

[CLICK]
[CLICK] lets the facilitator know when it's time to click the mouse to effect a change in the slide presentation. Most of the time this denotes when to move to the next slide, and a Slide cue will accompany it on the left (see "Cues" below). Sometimes, however, a single slide may contain one or more builds that the leader will click through as the script is said. In this case the [CLICK] notation appears in the script with no cue to the left (see image below.)

Slide 15	**SAY:** [CLICK] One more thing to point out: If your dot is positioned toward the edge of the circle, you are **strongly** inclined toward your style. [CLICK] If your dot is positioned about halfway between the edge and the center, you are **moderately** inclined toward your style. [CLICK] If your dot is positioned toward the center of the circle, you are only **slightly** inclined to use that style, and you may find that you relate

CUES
Cues are provided to alert the facilitator to specific actions:

- **Slide #:** denotes when it's time to click to a new slide
- **Profile p.#:** denotes when participants will need to refer to a page in their Everything DiSC profile
- **HO #:** denotes the need to distribute or refer to a specific participant handout

Other object notations may also appear in this column if the activity calls for them, such as "Flipchart" and "Post-it Notes."

NOTE TO FACILITATOR

The leader's guide occasionally contains a **Note to Facilitator** section, which has a shaded cell for the header, an unshaded cell for the note and a box around the two cells. This section often provides background information or things to watch out for when facilitating the module.

NOTE TO FACILITATOR:
If time permits, you may want to ask for volunteers to read the Cornerstone Principles aloud.