

"I OPT"® Survey

"INPUT OUTPUT PROCESSING TEMPLATE"

INSTRUCTIONS

- For each set of 4 statements, place the number (1-4) in each box that most represents you.
- Avoid choosing options on how you should or could be.
- We are looking for general preferences. This is not a "work style" survey.
- Try not to spend more than 15 minutes completing the survey. Usually your first answer is the correct one.
- There are no right or wrong answers, only preferences.
- You must choose an answer for each set of statements.
- Please remember to complete the information at the top of the survey.
- When you are done, tear out the survey and fax it back to us at 610.758.4716.
- Please let us know if you have any questions.

Name: _____		H		Q	
Team/Group: _____		<input type="checkbox"/>		<input type="checkbox"/>	
Company: _____		1. I know what I want to do		1. I use things at hand to solve problems	
Date Completed: _____		2. I know how I want to get things done		2. I look for more than one way to solve things	
Email: _____		3. I'm pretty good at planning details		3. If things get tough, I'll change ideas	
		4. I give suggestions faster than others		4. I like to get things done the way they are supposed to get done	
For each question put the number in the box of the single phrase that best describes you. There are no right or wrong answers, just preferences.		I		R	
		<input type="checkbox"/>		<input type="checkbox"/>	
		1. I like to take chances		1. I like to start things	
		2. I like to follow the rules		2. I tell others what I think	
		3. I find and fix problems		3. I get things done	
		4. I get into things totally		4. I don't always know how things are going to end up	
A		J		S	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
1. I complete things I start		1. I like my own ideas best		1. I decide things easily	
2. I respond fast		2. It's easy for me to stay on task		2. I stir up action	
3. I make plans		3. I'm very careful		3. I'm steady as a rock	
4. I imagine things		4. I sometimes do things before I think them through		4. I'm "out of synch" with others	
B		K		T	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
1. I plan before I act		1. I take chances		1. I am thoughtful and deliberate	
2. I do things that are different		2. I adjust easily		2. I like to think about lots of things	
3. I change easily		3. I don't like changes		3. I don't like interruptions	
4. I like clear instructions		4. I make things happen		4. I like to look at different ways to get things done	
C		L		U	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
1. I react fast		1. I like to analyze		1. I'm careful	
2. I like to have others finish what I start		2. I like to get things decided		2. I like fast pace	
3. I do things that are new and different		3. I am easily distracted		3. I like to complete all the details	
4. I get things done		4. I like to see ideas grow		4. I see unusual connections between things	
D		M		V	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
1. I see into the future		1. I really don't like rules		1. I'm a daredevil	
2. I like things clear and direct		2. I like things "just right"		2. I'm interested in getting results	
3. I am an organizer		3. I like to get things done		3. I'm logical	
4. I change ideas a lot		4. I sometimes forget detail		4. I ignore details	
E		N		W	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
1. I have complicated ideas		1. I forget things easily		1. I like to be in the "here and now"	
2. I think of new ways to do things		2. I pay close attention to details		2. I think about how things might be in the future	
3. I solve things pretty easily		3. I go along with the crowd		3. I like facts	
4. I like things to be easy to understand		4. I get others going		4. I act on the spur of the moment	
F		O		X	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
1. I follow directions		1. I like things to be exact		1. I like things to be clear and easy to understand	
2. I predict what's going to happen		2. I'm playful		2. I can predict things in the future	
3. I'm quick to respond		3. I get unusual ideas that I need to explain		3. I do things according to a "system"	
4. I have many ideas		4. I like to follow a schedule and be on time		4. I like things to happen "right now"	
G		P			
<input type="checkbox"/>		<input type="checkbox"/>			
1. I pay attention to every detail		1. I like directions			
2. I have quick solutions		2. I like to invent things			
3. I like things my way		3. I like adventure			
4. I like to follow directions		4. I want to be exact			