



# FORTÉ<sup>®</sup>

## *Communication Style* REPORT

Prepared For: *Mary Lou Dumas*

For Ongoing Performance Improvement, Complete your  
Forté® Adapting Update as often as every 30 days.

Next Adapting Update Due: *February 18, 2023*

### Your Forté Provider:

**The Forte Institute, LLC**

803 South College Road  
Wilmington, NC 28403  
910-452-5152  
clientservices@theforteinstitute.com

**The Forté Institute, LLC**

141 Middle Oaks Drive  
Wilmington, NC 28409

www.theforteinstitute.com  
info@theforteinstitute.com

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WHO YOU ARE

Page 3 - This page describes your communication style "In a nutshell." Every communication style consists of a combination of four communication style strengths as shown: Dominance / Non-Dominance, Extroversion / Introversion, Patience / Impatience, and Conformity / Non-Conformity

Page 4 - This page gives a full description of your primary strength. The primary strength is defined as the strength located highest above the mid-line of the primary profile graph, and is the most influential of your communication style strengths. Your secondary strength is the strength located furthest below the mid-line.

Page 5 - This page describes how all your strengths work together.

Page 6 - On page six, you will discover your self-motivational data, which explains the best work/life atmosphere for you. It also shows factors that will demotivate you.

HOW YOU ARE ADAPTING

Page 7 - This page begins with defining your current logic style, the style you are using now to make decisions. Your logic style can change based on your current environment.

The second part of page seven describes your current stamina level, which measures endurance from below average to very high. Your stamina level can change based on your internalized feelings regarding goal attainment.

Due to environmental changes, your logic style and stamina level can change when your adapting profile (Adapting Update Survey) is updated.

Page 8 - This page begins with your adapting profile analysis, giving you information on ways you have been feeling about your environment... how you are currently adapting compared to your Primary Profile.

The second part of page eight lists your goal attainment index. This is an indication of how you feel regarding meeting goals over the last 30 days. Your result can change when your adapting profile is updated.

STRATEGY

Page 9 - 11 - These pages describe your perceiver profile, how you are most likely coming across to others. The perceiver profile is a correlation between how you are (your primary profile) and how you are feeling within your environment (your most recent adapting profile). It also provides you with a specific communication strategy for the next four weeks. Your perceiver profile can change when your adapting profile (Adapting Update Survey) is updated.

TRENDS

Pages 12 - *This page shows the trends of your Adapting and Perceiver Profile updates, and can hold up to 18 updates for trending purposes. Typically, Adapting Updates are done every 30 days for the first 90 days, then every 90 days thereafter.*

Pages 13 - *This page shows the trends for your Current Logic, Stamina and Goals Index. Coordinated with page 12, up to 18 updates may be tracked. These measures help build higher levels of resiliency, and are important measures within the Forte Performance Coaching process.*

Page 14 - This page displays a Pattern Chart showing the primary, current adapting and perceiver patterns at a glance.

Page 15 - This page takes a look and gives you the "how", that the Forte Process measure individual Resiliency. The key is to learn how we were adapting during those times of resiliency, then how to reinforce those important behaviors in a consistent way.

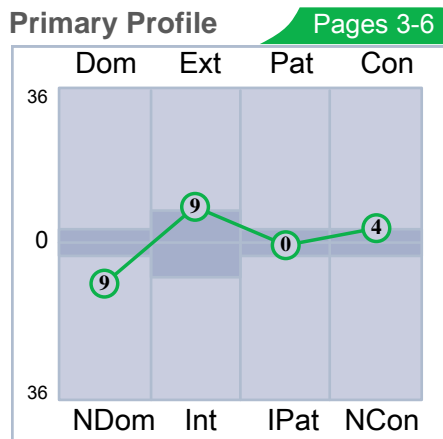
Mary Lou Dumas  
UNCW  
student  
2729 Hayes Hill Place  
  
Cary, NC 27519

Forté Provider: The Forte Institute, LLC  
Provider Phone 910-452-5152  
Provider Fax: 910-452-4339  
  
Phone: 9199718466  
Fax:

Mary Lou is very warm, friendly, and interested in people. She is easygoing and always willing to listen to others concerning their activities and problems. She is non-threatening and wears well on a regular contact basis, often showing interest in social assistance. She makes a very good friend because she is so polite, sincere and listens attentively to what is being said.

**Special Note:** Your Forte Primary Profile reflects who you are and your strengths. It remains consistent across your lifespan.

January 19, 2023

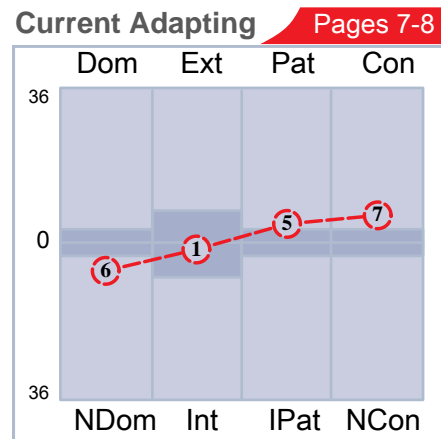


Primary Strength: Extroversion  
Secondary Strength: Non-Dominance

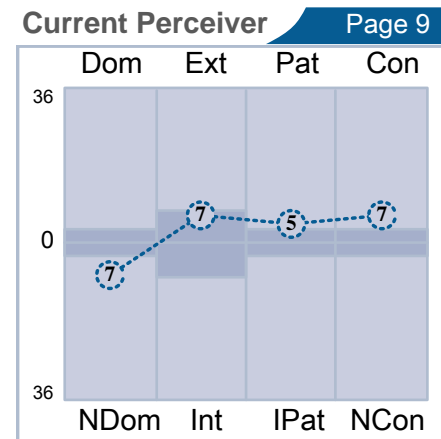
**Special Note:** Forte is not a once-then-done profile. You can update your adapting/perceiver profile as often as every 30 days. Forte is a lifespan tool used to help you communicate with others most effectively.

**Data below good through February 18, 2023**

January 19, 2023  
To: Others at Work



January 19, 2023  
To: Others at Work



**Data below good through February 18, 2023**

Current Logic: Facts and Feelings  
Current Stamina: Above Average  
Current Goals: Meeting Most Goals

Forté ID: 10001-10001-73323-254

Your Forté Information can be updated at  
<http://www.theforteinstitute.com>  
Use the Individual Login and enter your Forté ID & PIN

Following is a description of the primary strength in your Forté Communication Style as indicated on page one. This strength has more influence than your other strengths and normally constitutes 45 to 55 percent of your communication and self-motivation preferences.

### **EXTROVERSION - People and Fluency Strength**

Those with this level of extroversion are good-natured, optimistic and people-oriented. They tend to rely on others for technical competence and prefer to be involved in people programs.

Mary Lou uses persuasion to get things done through people and wants to be liked. She will usually have a happy, optimistic disposition. She is good at establishing lines of communication and will always find something to talk about. She likes to develop people and is good at team building. She has a lot of confidence in what others can do, but will sometimes get burned.

She tends to be naturally good at selling and makes a good contact person. She tends to know a lot of people and is a good mixer. She likes to dress well, make a good impression and to receive praise.

LEADERSHIP STYLE: "PERSUASIVE" Manager who accomplishes leadership by reading and controlling people. The emphasis is on influence. The extrovert naturally likes the leadership role, will act on the environment and wants to develop her people. She will delegate both details and authority.

SENSITIVE AREAS: Not feeling appreciated or feeling left out.

POTENTIAL REACTIONS: Verbal comments that can be very direct if they feel unwanted, ostracized or not liked.

All strengths and their intensity in your Forte are reflected below. These have a synergistic effect on your primary strength and how it is maximized. Following are some descriptive words and summary paragraphs based on the location and interaction of ALL your strengths.

- People Pleasers ● Congenial ● Friendly ●
- Empathic ● Persuasive ●

These individuals enjoy working with people on social or personal levels and have strong interpersonal skills. They are soft communicators with warmth in repeated relations.

- Unassuming ● Modest ● Easy to Direct ●

These individuals seek suggestions and input from others. They have a very calming influence on others and want a peaceful atmosphere. Thinking about decisions before making them is important; once made, they will move with justified speed.

- Patient ● Cooperative ● Easygoing ●
- Casual ● Good Listeners ● Make True Friends ●

They are normally good communicators because they are friendly and good listeners. Warm and pleasant to be around, they tend to get along with everyone. They like to have a pace set for them by others and cope well with routine matters in dealing with people. They do best when not pressured or hurried too much, but can adjust as necessary.

- Somewhat Casual About Details ●

Though pin-point accuracy is not second nature to them, they will develop detail to fit the need. They relate more to quantity when speed is necessary.

To be successful and self-motivated, Mary Lou needs most of the following items in her environment:

- \_\_\_(a) A lot of interaction with people.
- \_\_\_(b) To meet new people and make friends.
- \_\_\_(c) Opportunity to make more money and improve status.
- \_\_\_(d) To be a team player within the organization.
- \_\_\_(e) Praise and public recognition.
- \_\_\_(f) To identify with an organization that has prestige and a good public image.
- \_\_\_(g) To be aware of what is going on in the organization.
- \_\_\_(h) To be accepted and liked by others.
- \_\_\_(i) To know that there is strong, capable leadership in her environment.
- \_\_\_(j) Direction as to what is to be done and when.
- \_\_\_(k) A predictable environment that affords a significant amount of protection and peace.
- \_\_\_(l) A stable, harmonious working environment.
- \_\_\_(m) A minimum of communication style conflicts.
- \_\_\_(n) Adequate time to think things over/adjust.
- \_\_\_(o) A limited number of last-minute time pressures.
- \_\_\_(p) A structured environment.
- \_\_\_(q) A worked-out system for getting the job done.
- \_\_\_(r) Security, training and quality products.

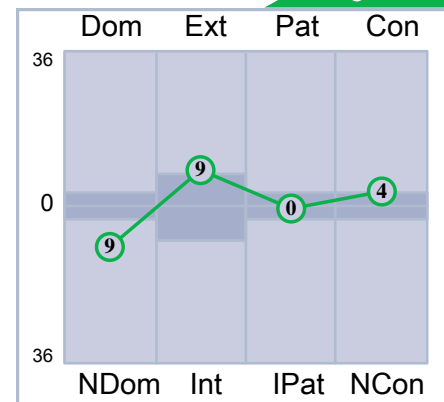
In contrast, she will be demotivated if:

- \_\_\_(a) She perceives that she is not liked.
- \_\_\_(b) She is not invited into meetings with her peers.
- \_\_\_(c) She has her territory (opportunity) reduced in size.
- \_\_\_(d) She feels she is not part of the team.
- \_\_\_(e) She does not have enough people contact.

January 19, 2023

### Primary Profile

Pages 3-6



**Special Note:** The self-motivators are in no special order. The alphabetical letters to the left of each statement are used to help rank-order the self-motivators in Forté Performance Coaching.

There are many different approaches to making decisions. No one way is consistently better than any other way. In fact, the styles typically change based on environment.

### **CURRENT LOGIC (Decision Making Style) - Valid through February 18, 2023**

#### **How you are currently adapting to Others at Work**

Mary Lou's responses indicate that at the point of making decisions in the Work environment with Others, she currently tends to rely on:

**BOTH FACTS AND FEELINGS:** Currently She has reasonable, practical logic and is comfortable using both fact and feeling. Research has shown these individuals to have good common sense. They usually balance their inner feelings with external conditions before making up their minds.

The range of logic levels are: (There is no order of importance)

FACTS ● FACTS/FEELINGS ● FEELINGS ● INTUITIVE FEELINGS

### **CURRENT STAMINA - Valid through February 18, 2023**

STAMINA reflects the degree of endurance, awareness and responsiveness present in an individual. Anything which is alive will respond to a stimulus. This Forté element measures HOW responsive Mary Lou feels toward her current work environment.

STAMINA is aptly described as an individual's "battery" and is used up at a more rapid rate when in a distressful environment. It can be recharged in many ways; commonly with food, sleep, relaxation and recreation. When an individual's STAMINA runs down, the following symptoms tend to appear:

1. Increased susceptibility to accidents.
2. Increased susceptibility to mental errors.
3. Lack of concentration.
4. Negative attitude toward completion of goals, both individual and/or team.

The range of stamina levels are: (There is no order of importance)

BELOW AVERAGE ● AVERAGE ● ABOVE AVERAGE ● HIGH ● VERY HIGH

**ABOVE AVERAGE STAMINA:** Mary Lou's current stamina level means that she can handle most active schedules. However, longer days, less sleep and/or more distress will produce fatigue. It is important for her to channel her energies properly in order to maximize efficiency.

*Please note, the information on pages 7, 8, and 9 are valid through February 18, 2023.*

*After this date, you can complete a Forté Adapting Survey at Forte Online to update the information. It is important to note that information on page 7, 8, and 9 CYCLE over time and environment.*

**CURRENT ADAPTING PROFILE - Valid through February 18, 2023****How you are currently adapting to Others at Work**

Mary Lou's responses to the Forté adapting survey indicate how she has been feeling about or adapting to Work. Usually these feelings or roles occur over the four week period prior to completing the adapting survey. Following are areas of movement that have been indicated from her responses:

EXTROVERSION DROP: She has recently felt the need to use less of a talkative, outgoing, friendly communication style . . . favoring introverted, quiet, reserved thoughts and actions. Possibly she felt the need to be alone to think things through.

**CURRENT GOALS - Valid through February 18, 2023**

How we adapt to changing conditions and how we feel about the results of those changes or roles is measured by the Forté system. The Goals Index measurement tells us to what level a person feels goals are being met with Others at Work environment. The scale below gives you an idea of the range Forté tracks. This index is updated with each adapting update.

The **Goals Index** range is: (There is no order of importance)

FEW GOALS, IF ANY ● SOME GOALS ● MOST GOALS ● MEETING GOALS

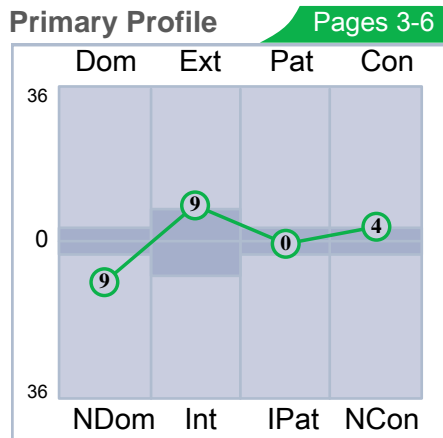
Mary Lou's responses to the survey card indicate that during the above mentioned period, the response level was:

MOST GOALS: This would indicate that there is some concern; perhaps several goals are not being currently reached. It may also indicate that Mary Lou feels the rewards gained are not sufficient for the effort required during this time.

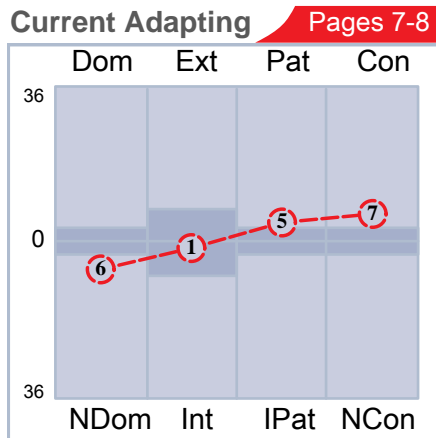


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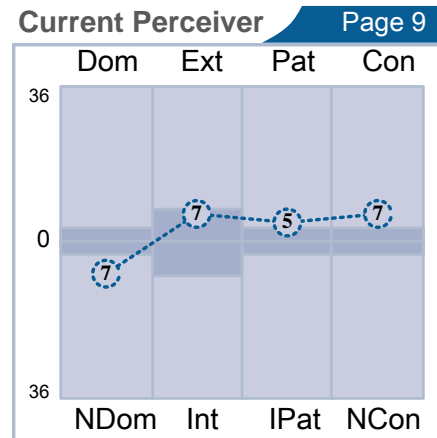
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How you are (*your Primary Profile*) and how you are feeling within your environment (*your current Adapting Profile*), when correlated, can tell you how you are most likely being perceived (*your current Perceiver Profile*), that is, how you are most likely coming across to others. The Forté Perceiver Profile is updated with every adapting survey. Not only does it show how you are most likely coming across to others, but also suggests your Forté Communication Style Strategy or expectations through **February 18, 2023**.

**PERCEIVING HIGHER EXTROVERSION:** Others are perceiving you are feeling higher levels of extroversion than you really are. There may be times, now, when the levels of verbal communication from others will seem too much. When communicating with others over the next several weeks let them know you have a number of projects going and the more focused or to-the-point the verbal communication is, the more effective you will be.

## CURRENT ADAPTING STRATEGY - Valid through February 18, 2023

Page 9 offered some suggested interpersonal communication strategies to better match your adapting and perceiver profiles. Review the strategies, individually or with your coach and complete the following elements to achieve your goals by:

WHO	WHAT (INPUT)	WHAT (OUTPUT)	WHEN
1) Identify who this is relevant to. 2) Who can help you the most?	Identify what you need from yourself or others to reach your current goals.	Identify what is the desired result / outcome.	What is your target deadline for this?
<b>PEOPLE STRATEGY</b>			
<b>DECISION STRATEGY</b>			
<b>DETAIL STRATEGY</b>			
<b>PACE STRATEGY</b>			
<b>OBSTACLES TO OVERCOME</b>			

## IMPORTANT GOALS / OBJECTIVES

There may be other areas that you want to focus help on and gain achievements - perhaps your coach can help with a project / presentation / time management issue or technical skill development. Use this page to develop a goal to meet that need. Use SMART (**S**pecific **M**easurable **A**chievable **R**ealistic **T**imebound) to write your goals.

### PERSONAL GOAL

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### BUSINESS GOAL

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### SELF IMPROVEMENT GOAL

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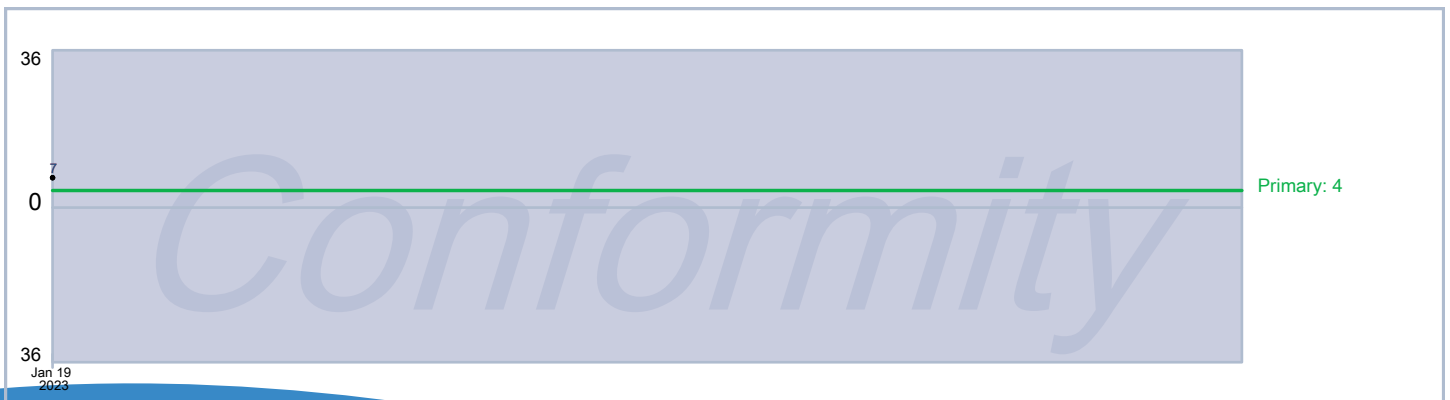
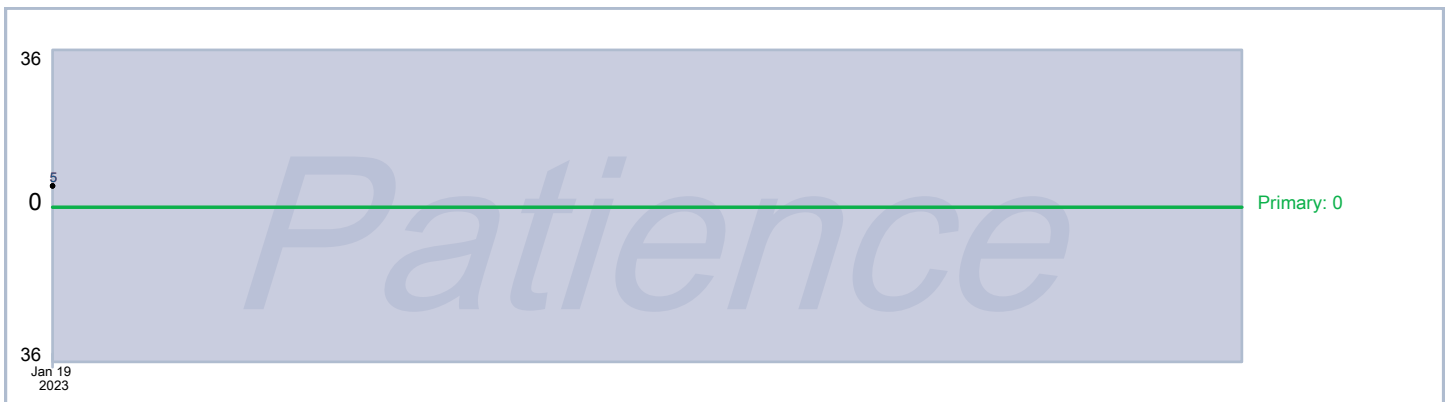


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### SUMMARY/ACTION STEPS

ORDER of IMPORTANCE					
ACTION to BE TAKEN					
TIME COMMITMENT					
MEASUREMENT of SUCCESS					
COMPLETION DEADLINE					

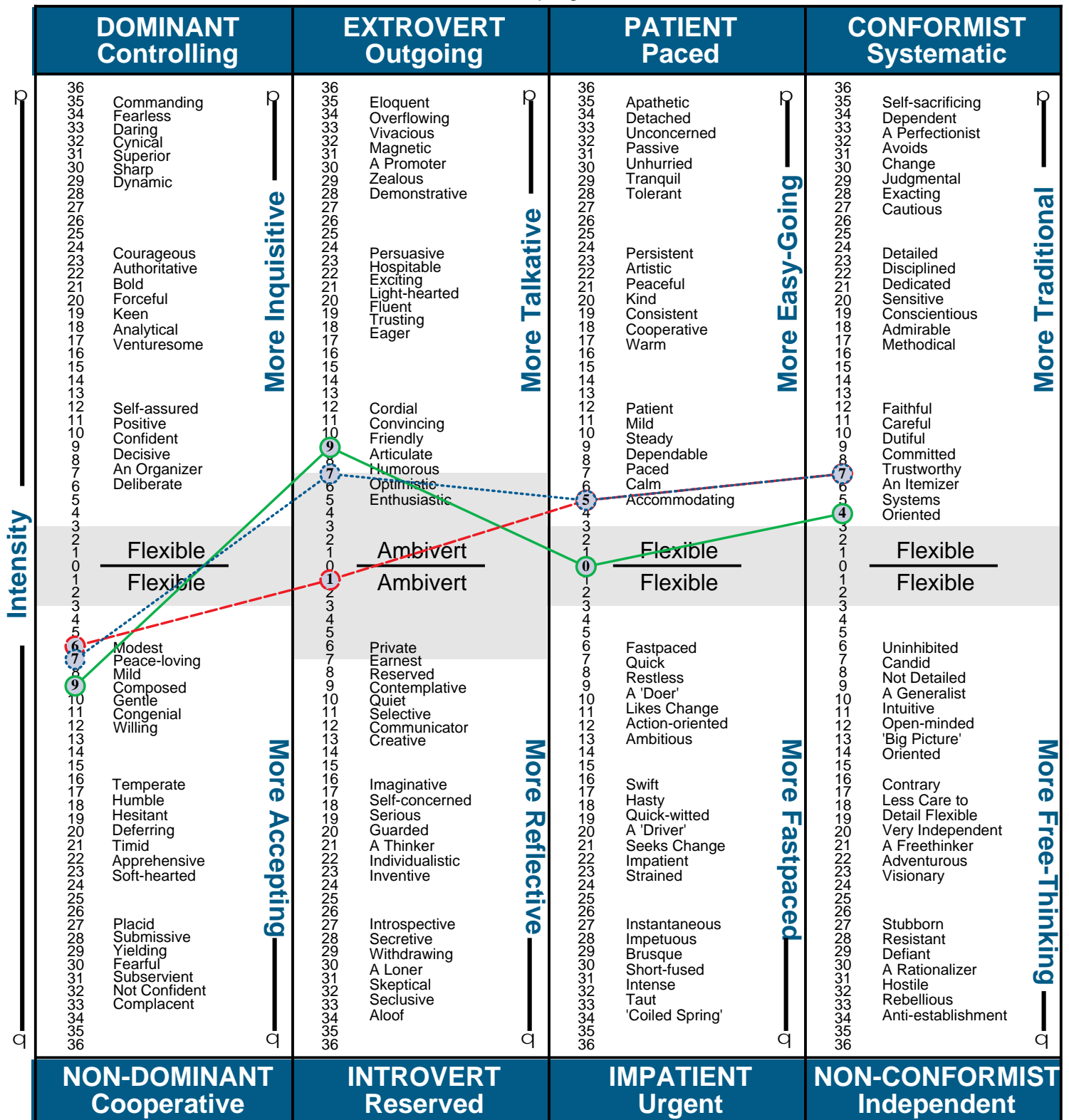
— Primary    - - - Adapting    ..... Perceiver





### Adapting/Perceiver: Others at Work

— Primary — Adapting — Perceiver

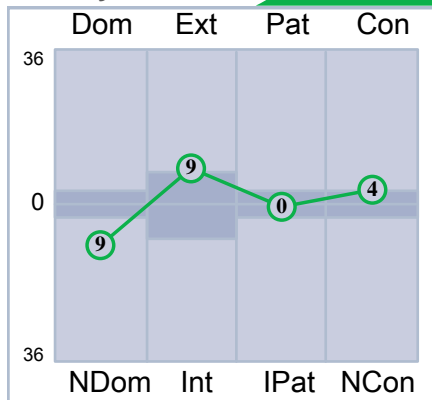


Mary Lou Dumas  
UNCW  
student  
2729 Hayes Hill Place  
  
Cary, NC 27519

Forté Provider: The Forte Institute, LLC  
Provider Phone 910-452-5152  
Provider Fax: 910-452-4339  
  
Phone: 9199718466  
Fax:

January 19, 2023

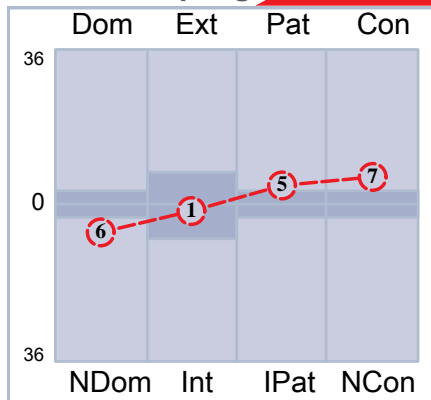
**Primary Profile** Pages 3-6



January 19, 2023

To: Others at Work

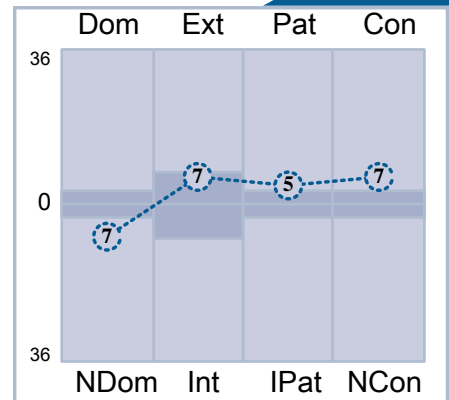
**Current Adapting** Pages 7-8



January 19, 2023

To: Others at Work

**Current Perceiver** Page 9



Data below good through February 18, 2023

Data below good through February 18, 2023

Primary Strength: Extroversion  
Secondary Strength: Non-Dominance

Current Logic: Facts and Feelings  
Current Stamina: Above Average  
Current Goals: Meeting Most Goals

One of the unique measures of the Forté Communication Style Report is Resiliency. Resiliency is defined as having the ability to manage and/or bounce back from tough times. We all have been there; it is a normal part of life. Whenever we see the stamina level high or very high, and the goals index most or meeting goals that indicates you are in the Resiliency Zone. The key is; what were you doing differently during that timeframe? What was working...?

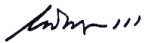
You can look at your Forté Adapting Update Trends on pages 12/13 (they are added to your report with the first adapting update) and get a good idea. During those times, was your dominance/non-dominance adapting up or down, your extroversion/introversion adapting up or down, your patience/impatience adapting up or down, your conformity/non-conformity, adapting up or down? As you recall and validate those adapting behaviors, make note of them and use those notes to recall and reinforce what you know has worked for you.

Success builds on success, and how we manage and/or bounce back from tough times, our resiliency, only makes us better!

# The FORTÉ<sup>®</sup> Suite

After working with thousands of organizations and millions of individuals, The Forté Suite has evolved. As the first strengths-based communication style report in 1978, with the ability to update your Forté Adapting and Perceiver information (pages 7 -9) as often as every 30-days, we were asked and now have delivered these additional advanced personal and interpersonal development tools. From your very first Forté Report, the benchmark, through your adapting updates/trending and, ultimately, to the measures of Resiliency, the feedback is continuously focused on how to improve your understanding of yourself and how to best adapt and balance with others. You will find Forté easy to use, with powerful, very accurate results. We count on your feedback to us, as well. Together, the Forté Suite will only get better.

Sincerely yours,



C. D. "Hoop" Morgan, III  
Founder/Chairman



**Communication Style Profile**  
Influence others effectively



**Adapting Updates**  
Environmental Impact as  
Life Goes On



**Interaction Reports**  
Synergy, Minimize Conflict



**Team Pulse**  
High Performing  
Teams



**i360**  
Feedback for Improved  
Performance



**Profile Model**  
Better Hiring Decisions



**Performance Coaching**  
Coach to High Performance



**Resiliency Zone**  
Ability to Cope

**"People don't change...  
They evolve through education, experience, and feedback."**