

**To increase behavioral adaptability:**

<p><b>Relators Need To...</b></p> <ul style="list-style-type: none"> <li>▪ Say “No” occasionally</li> <li>▪ Attend to tasks without over-sensibility to other’s feelings</li> <li>▪ Take risks by stretching beyond the comfort zone</li> <li>▪ Delegate to others</li> <li>▪ Accept necessary changes in procedure or routine</li> <li>▪ Verbalize their feelings and thoughts to the appropriate people</li> </ul>	<p><b>Socializers Need To...</b></p> <ul style="list-style-type: none"> <li>▪ Control time and emotions</li> <li>▪ Develop a more objective, logical mind-set</li> <li>▪ Spend more time checking, verifying, specifying, and organizing</li> <li>▪ Follow through on agreements</li> <li>▪ Concentrate on the task at hand</li> <li>▪ Try to complete more of what they start</li> </ul>
<p><b>Thinkers Need To:</b></p> <ul style="list-style-type: none"> <li>▪ Show concern and appreciation of others</li> <li>▪ Try short cuts and timesavers occasionally</li> <li>▪ Adjust more readily to change and disorganization</li> <li>▪ Work on timely decision making</li> <li>▪ Initiate new projects</li> <li>▪ Use policies and guidelines, rather than laws</li> </ul>	<p><b>Directors Need To:</b></p> <ul style="list-style-type: none"> <li>▪ Practice active listening</li> <li>▪ Project a more relaxed image by pacing themselves</li> <li>▪ Develop patience, humility, sensitivity, and empathy</li> <li>▪ Verbalize the reasons for their conclusions</li> <li>▪ Be aware of existing sanctions</li> <li>▪ Verbalize compliments to others</li> </ul>

## Strategies for Adapting to Different Communication Styles

<p><b>Relationships with Relators</b></p> <ul style="list-style-type: none"> <li>▪ Support their feelings by showing personal interest</li> <li>▪ Assume that they will take everything personally</li> <li>▪ Discuss personal feelings when you disagree</li> <li>▪ Allow them time to trust you</li> <li>▪ Move along in an informal, slow manner</li> <li>▪ Assure them that actions will involve a minimum of risk</li> </ul> <p><b>Above all be warm and sincere</b></p>	<p><b>Relationships with Socializers</b></p> <ul style="list-style-type: none"> <li>▪ Support their opinions, ideas, and dreams</li> <li>▪ Don't hurry the discussion</li> <li>▪ Try not to argue</li> <li>▪ Agree on the specifics of any agreement</li> <li>▪ Summarize in writing who is to do what, where, and when</li> <li>▪ Use stories and incentives to affect decisions positively</li> </ul> <p><b>Above all be interested in them</b></p>
<p><b>Relationships with Thinkers</b></p> <ul style="list-style-type: none"> <li>▪ Support their organized, thoughtful approach</li> <li>▪ Demonstrate with actions rather than words</li> <li>▪ Be systematic, exact, organized, and prepared</li> <li>▪ List the advantages and disadvantages of any plan or idea</li> <li>▪ Provide solid, tangible, factual evidence</li> <li>▪ Provide guarantees that actions cannot backfire</li> </ul> <p><b>Above all be thorough and well prepared</b></p>	<p><b>Relationships with Directors</b></p> <ul style="list-style-type: none"> <li>▪ Support their goals and objectives</li> <li>▪ Keep your relationship businesslike</li> <li>▪ Argue facts, not personal feelings, when you disagree</li> <li>▪ Recognize their ideas – not themselves personally</li> <li>▪ Provide alternative actions with brief supporting facts to influence decisions</li> <li>▪ Be precise, efficient, and well-organized – think “bullet points”</li> </ul> <p><b>Above all be efficient and competent</b></p>