



# Profiles **Team** Analysis™

## ***User's Guide***

## UNDERSTANDING AND USING Profiles Team Analysis™

The **Profiles Team Analysis** (PTA) effectively analyzes a team made up of a leader and up to 12 team members. The team leader and the team members are measured on 12 critical factors that are important to team success. Individuals ranking high in a characteristic are identified so the team leader can quickly see the team's strengths and weaknesses. The team leader is also provided with specific suggestions for capitalizing on each team member's strengths.

Note: A PTA meter is required for each individual taking a PTA or for each individual who has taken a PPI and then transferred the data into a PTA. Please take note that two additional PTA meters are required each time you "build a team" or "reconfigure a team."

For example: a ten-member team would require ten PTA meters for the ten individuals, plus two additional meters to "build the team," for a total of 12 meters.

### PROFILES TEAM ANALYSIS REPORTS

PTA Reports have a *Team Balance Table* showing how the team leader and team members scored on each of the 12 factors. This helps the team leader understand the overall representation of characteristics within the team. Another section identifies the characteristics not well represented on the team. Awareness of these deficiencies alerts the team leader to be wary of overlooking important actions.

Another section reports the dominant behavioral factors of each team member. With this data, the team leader can utilize the natural characteristics of team members to accomplish team goals. There are also specific suggestions for supervising team members and recommended action steps.

### GIVES LEADERS WHAT THEY NEED

Well-informed team leaders develop successful teams because they have essential information about themselves and every member of the team. In the PTA report, each member of the team is evaluated in terms of the following characteristics: Control, Social Influence, Patience, Precision, Ambition, Positive Expectancy, Composure, Analytical, Results Orientation, Expressiveness, Team Player, and Quality Orientation.

## TEAMS PRODUCE POSITIVE RESULTS

Team building is much more than putting people together in a meeting to work on a project. The chemistry of the group will affect the outcome of the team's efforts.

Knowing the strengths and weaknesses of team members on 12 critical characteristics can make the difference between a team that fails in its mission and one that produces positive results beyond your expectations.

**Profiles Team Analysis™** is the catalyst that optimizes the team's potential and can lead to exceptional performance and the attainment of team goals.

## READING REPORTS

**Profiles Team Analysis** reports are presented clearly and do not require interpretation beyond the printed reports.

There are four sections in the report:

**The Team Balance Table** — a visual summary of where the team leader and each team member scored on each of 12 essential characteristics. This table allows the team leader to easily see the team's overall representation for each characteristic.

**Overall Team Balance** — an exploration of the characteristics not well represented by the team. The team leader must be aware of these characteristics to ensure all critical activities are completed.

**Behavioral Factors** — the team members with high scores in each characteristic are identified. The team leader uses these data to easily apply the natural characteristics of team members to accomplish team goals.

**The Team Leader Action Summary** — this summary has action steps (as suggested in the Behavioral Factors section) for supervising to obtain the greatest contributions from every member of the team.

The report summarizes primary behavioral tendencies. These include productivity, quality of work, initiative, teamwork, and problem solving. It goes on to provide suggestions for increasing effectiveness. The significance of the various behavioral tendencies takes on meaning as they are related to team performance and the objectives of the team.