

SAMPLE REPORT

A 360 Degree Feedback Report by: T V Rao Learning Systems Pvt. Ltd

Getting The Best Out Of Your 360 Degree Feedback Report

"You are never given a wish without also being given the power to make it true. You may however have to work for it"

(Illusions. Richard Bach)

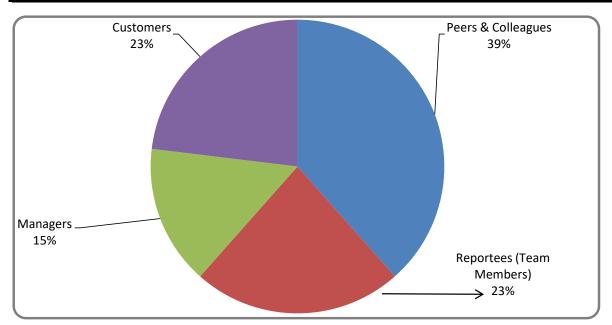
Welcome to the world of 'Self Exploration'.

Your 360 Degree Feedback report presented here is a compilation of all the responses received for you so far. The report is divided into four key sections-Roles, Styles, Delegation and Qualities. Each section has a unique rating scale and method for interpreting the data received. We also have at the end of the report, qualitative data/feedback received for you.

The end of the report has a format for your action plans.

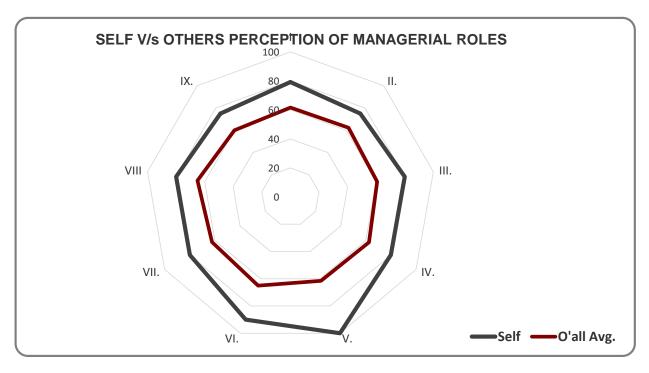
Composition of Respondents:

| Category | No. Of responses |
|---|------------------|
| Self | 1 |
| Peers & Colleagues | 5 |
| Reportees (Team Members) | 3 |
| Managers | 2 |
| Customers | 3 |
| TOTAL RESPONSES RECEIVED (Excluding self) | 13 |



SUMMARY OF MANAGERIAL AND LEADERSHIP ROLES

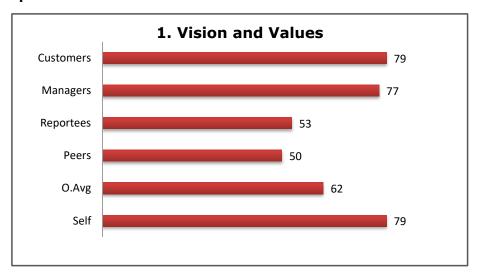
| SI. No | Roles | Self | O'all Avg. | Peer | Rep. | Mgr. | Customers |
|-----------|--|------|---------------|------|------|------|-----------|
| 1 | VISION AND VALUES | 79 | 62 | 50 | 53 | 77 | 79 |
| II. | POLICY FORMULATION, PLANNING AND GOAL SETTING | 75 | 62 | 52 | 50 | 75 | 83 |
| III. | TECHNOLOGY AND SYSTEMS MANAGEMENT | 80 | 61 | 50 | 50 | 75 | 80 |
| IV. | INSPIRING, DEVELOPING AND EMPOWERING THE TEAM | 80 | 63 | 52 | 51 | 78 | 81 |
| ٧. | CULTURE BUILDING | 100 | 62 | 50 | 50 | 75 | 83 |
| VI. | TEAM WORK AND TEAM BUILDING | 90 | 65 | 56 | 50 | 88 | 80 |
| VII. | MANAGEMENT OF COLLEAGUES/ INTERNAL CUSTOMERS | 80 | 62 | 55 | 50 | 75 | 78 |
| VIII | LIAISON WITH BOSS AND TOP MANAGEMENT | 80 | 65 | 55 | 50 | 88 | 82 |
| IX. | EXTERNAL CUSTOMER RELATIONS AND CLIENT MANAGEMENT | 75 | 60 | 51 | 50 | 75 | 75 |



SECTION 1-DETAILS OF MANAGERIAL AND LEADERSHIP ROLES

1. VISION AND VALUES

Comparison of scores on Vision and Values



Vision and Values 62

Scores on Vision and Values

| | | Self | Others Assessment | | | | |
|---|--|------|-------------------|------|------|------|-----------|
| | | Self | O'all Avg. | Peer | Rep. | Mgr. | Customers |
| | | 1 | 13 | 5 | 3 | 2 | 3 |
| 1 | Has a good understanding of the vision & values of the organisation | 75 | 60 | 50 | 50 | 75 | 75 |
| 2 | Communicates top management's vision of the organisation/ business to all employees in the department/division/unit. | | 62 | 50 | 50 | 75 | 83 |
| 3 | Articulates a vision for his/her business unit | 75 | 63 | 50 | 58 | 75 | 83 |
| 4 | Clearly states the values of the business unit (e.g. customer service, service quality, punctuality, cost effectiveness) | | 62 | 50 | 58 | 75 | 75 |
| 5 | Monitors to ensure that all the team members in the business unit follow the values | | 62 | 50 | 50 | 75 | 83 |
| 6 | Inspires others by setting a personal example in following the values and vision | 75 | 62 | 50 | 50 | 88 | 75 |
| | DIMENSION AVERAGE | 79 | 62 | 50 | 53 | 77 | 79 |

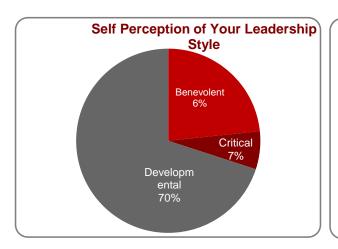
SECTION 2-SUMMARY OF YOUR LEADERSHIP STYLES AND ITS

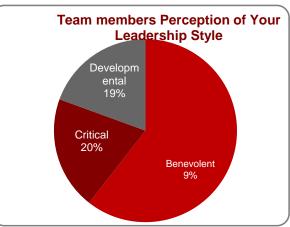
IMPACT

Your style as seen by you and as seen by your Reportees or team members has been represented in the following two pie diagrams.

| Sr. | Leadership Style | Self | Rep. |
|-----|------------------|------|------|
| 1 | Benevolent | 23 | 61 |
| 2 | Critical | 7 | 20 |
| 3 | Developmental | 70 | 19 |

100 100





| | IMPACT OF YOUR STYLE | | | | | | |
|---|---|------|------|--|--|--|--|
| | | Self | Rep. | | | | |
| | | 1 | 3 | | | | |
| 1 | Creates <u>dependency.</u> Team members do things only after checking with her/him. | 50 | 33 | | | | |
| 2 | Creates <u>tension.</u> Team members work more out of fear than out of joy for the work | 0 | 25 | | | | |
| 3 | Creates a high degree of learning. Team members seem to learn a lot. | 75 | 33 | | | | |
| 4 | Her/His team members exhibit a high degree of morale and `we' feeling. | 100 | 67 | | | | |

Section 3-DELEGATION

| | | Self | Self Others Assessment | | | | |
|---|---|------|------------------------|------|------|------|--|
| | | Self | O'all Avg. | Peer | Rep. | Mgr. | |
| | | 1 | 10 | 5 | 3 | 2 | |
| 1 | (S)He generally prefers that team members wait for her/his return rather than take decisions in her/his absence | | 50 | 20 | 100 | 50 | |
| 2 | (S)He does not leave routine decisions entirely to the team | 0 | 10 | 20 | 0 | 0 | |
| | | | | | | | |

| Your Non-Delegation score according to the perception of all the others stands at | 25 |
|---|----|
| Your Non-Delegation score according to the perception of your Reportees or Team Members stands at | 37 |

Section 4-Behavior qualities

| | | Self | Others Assessment | | | | t |
|---|--|------|------------------------------|----|-----------|----|----|
| | | Self | O'all Avg. Peer Rep. Mgr. Cu | | Customers | | |
| | | 1 | 13 | 5 | 3 | 2 | 3 |
| 1 | Calm and composed versus easily irritable. | 83 | 74 | 70 | 61 | 75 | 88 |
| 2 | Proactive versus Reactive. | 83 | 43 | 33 | 44 | 50 | 50 |
| 3 | Trusting versus Suspicious. | 83 | 73 | 70 | 56 | 92 | 79 |

SUMMARY OF YOUR KEY STRENGTHS AND AREAS OF IMPROVEMENT

KEY STRENGTHS

- ▶ Domain Knowledge
- ▶ Honest and value driven
- Dedicated and high passion

- Managing ones emotions more effectively (even tempered, not loosing cool)
- Developing the next line of Leaders



Please note: What has been mentioned above is a summary of the responses received for you, based on the frequency / number of times it is repeated.

As a part of the 360 Degree Feedback for enhanced Leadership and Managerial effectiveness, respondents were asked to list five strengths and five areas of improvements for you.

Given below is a reproduction of the statements made by your respondents. Minor editing and modifications have been made to the data received for you.

The feedback has been sorted in ascending order for ease of reference and to ascertain the frequency of feedback.

| SELF ASSESSMENT: | | | | | |
|---|--|--|--|--|--|
| Areas of Strength | Areas of Improvement | | | | |
| My past experience is my greatest | Very aggressive | | | | |
| strength | Very high standards for self and therefore | | | | |
| ▶ I love to work hard | may impose this on others too | | | | |

| What your REPORTING/REVIEWING MANAGERS had to say: | | | | | | |
|---|---|--|--|--|--|--|
| Areas of Strength | Areas of Improvement | | | | | |
| Depth of knowledge | Greater attention to detail | | | | | |
| Good communication and presentation | ➤ Rude to team members | | | | | |
| skills | Very pushy and aggressive | | | | | |
| High commitment level | | | | | | |
| Proactive approach | | | | | | |
| ▶ Reliability | | | | | | |

| What your PEERS AND COLLEAGUES had to say: | | | | | |
|--|--|--|--|--|--|
| Areas of Strength | Areas of Improvement | | | | |
| Business Acumen Go getter Good analytical skills Good analytical thinking Good at numbers Knowledgeable and trusted Loyal, dedicated | Aggressive at times Could try to be less aggressive Gets very defensive at times | | | | |
| ➤ Quick decision making | | | | | |