Communication and your strengths – skills audit

Before you begin the first topic of the Pathway, please answer the following questions.

**Which of the following psychometric tests have you taken since joining the University of Birmingham?**

* Workplace Personality Test
* Cappfinity Strengths Profile
* Others (say which)
* None

**I am confident that I can identify my personality traits and strengths (choose one)**

* I cannot identify my strengths and personality traits
* I have some idea about my strengths
* I am completely confident that I know my strengths

**I am aware of how personality traits impact how I prefer to communicate with others in the workplace (choose one)**

* I have not thought about how my personality impacts my communication styles
* I have sometimes been aware of how my personality influences how I prefer to communicate.
* I am strongly aware of my personality and how this shapes my preferences for communication

**I know how to adapt my communication style when I am working with others**

* I have not really thought about how other people’s preferences for communication might be important.
* I know other people might work differently from me, but I don’t know how to talk to them about that.
* I can tell you about a time when I have adapted my communication effectively when working with others

**I know how to talk about my strengths and weaknesses in a recruitment context.**

* I have not yet written about my strengths in a cover letter.
* I am not sure what I would say about my strengths in an interview.
* I know how to tailor the way I talk about my strengths for a particular job application.
* I can relate my strengths and weaknesses to my previous experiences and show how this is relevant for a particular job role.

**Do you have a LinkedIn profile?**

* Yes, and it is fully up to date.
* Yes, but it needs updating.
* No