

# ***The CheckPoint 360° Competency Feedback System***

**By Profiles International, Inc.**

***Quantifies***

***Verifies***

***Identifies***



**Because you value organizational  
and professional development  
and encourage excellence  
in your organization**

# The CheckPoint 360° Competency Feedback System

The CheckPoint 360° Competency Feedback System is a powerful professional development tool, designed to positively impact a manager's growth and an organization's success. For managers, supervisors and others in leadership positions, it can facilitate peak performance that generates improved productivity in the workplace.

CheckPoint quantifies a manager's competencies, verifies the results from a variety of perspectives, and identifies ways to enhance skills. For one individual or for every leader in the organization, CheckPoint is an ongoing process that can be used at key intervals to monitor the progress of professional growth.

The CheckPoint is easy and convenient to use because it features complete and secure Internet implementation. Participants can use the system anywhere they have Internet access, any hour of the day or night. With its easy-to-follow directions, participation requires absolutely no special training for administration and use.

The CheckPoint is a powerful tool for gauging every managers course of professional development by measuring 70 factors in eight essential performance areas that are crucial to effective job performance.



**CheckPoint measures  
skills crucial to effective  
job performance**

## 1. Communication

Including the skills of listening to others, processing information and communicating effectively.

## 2. Leadership

Covering the abilities of instilling trust, providing direction and delegating responsibility.

## 3. Adaptability

Encompassing the skills of adjusting to circumstances and thinking creatively.

## 4. Relationship

Assessing the capabilities to build relationships and facilitate team success.

## 5. Task Management

Gauging the level of aptitude for working efficiently and competently.

## 6. Production

Appraising abilities to initiate action and achieve results.

## 7. Development of Others

Measuring proficiencies in cultivating individual talents and motivating successfully.

## 8. Personal Development

Including the behaviors of displaying commitment and seeking improvement.

## Fast, Effective Results

- Surveys are completed on the Internet in about 15 minutes by managers and their bosses, peers and direct reports (people who report to the manager).
- Managers promptly receive their feedback reports.
- By implementing information from the reports and using the KSS system, managers improve their on-the-job performance.
- CheckPoint gets results because it is an action-oriented program that fits a manager's daily schedule.

# ***CheckPoint 360° is a comprehensive Internet-based system that is convenient and easy to use anytime and anywhere***



## ***The CheckPoint Feedback Report charts the course of professional development***

The comprehensive CheckPoint Report presents results that are easy to read and understand. Managers increase their self-awareness, compare perceptions from different workplace sources, measure performance in relation to goals, clarify the expectations of others, and prioritize development needs. As a coaching tool, the CheckPoint report provides a balanced picture with valuable insights.



The most valuable section of the CheckPoint report contains targeted training and development suggestions keyed to giving the manager specific recommendations for improving performance.



Good managers want to increase their effectiveness, but may lack the information necessary for optimizing their training and learning opportunities. This section removes all ambiguity and presents a clear plan for filling the gaps in a manager's knowledge and skills.



CheckPoint is a powerful management development tool that presents a complete guide for utilizing a manager's full potential. CheckPoint rewards its users with increases in productivity that result from enlightened leadership and dynamic communication.

# CheckPoint Provides Many Benefits...

## **Managers:**

- Learn how a variety of others in the organization view their performance.
- Take advantage of the information by instituting a positive action plan.
- Make continuous improvements to maximize potential.

## **Bosses:**

- Use results to help plan training and learning opportunities.
- Make their coaching more focused and effective.
- Provide appraisals that go beyond their personal perspective.

## **Direct Reports and Peers:**

- Get more involved in initiating constructive changes in the workplace.
- Become more team-oriented through involvement in the assessment process.
- Experience increased job satisfaction.

## **The Organization:**

- Aligns employee performance with organization's objectives.
- Operates in an environment of higher morale and increased commitment to excellence.
- Translates the increase in professional skills to an increase in productivity.

## What is the next step?

*“A journey of a thousand miles begins with a single step.”*

*The next step for CheckPoint participants is the CheckPoint Skill Builder™ Series. Skill Builder provides managers with a series of important steps that lead to leaps in performance.*

*Skill Builder is a self-paced, interactive Internet-based self-improvement program that does not require special training classes or time off from work. This organized self-study method effectively promotes professional development in all of the CheckPoint competencies.*

*Managers participate in Skill Builder on the Internet. They find it easy to use at their convenience. After responding to questions and doing online exercises, they can click a button and print a customized Self-Improvement Report. The report provides a plan of action for professional development*

*By employing the KSS System, Skill Builder helps managers identify the activities they want to KEEP doing - because they do them well, activities they want to STOP doing - because they are counterproductive, and activities they want to START doing - because they will improve their performance.*

*Using Skill Builder pays big dividends because productivity, cooperation, communication, employee retention and profits increase while many “people problems” are reduced. Skill Builder is an easy and effective method for better management.*



**YOUR PROFILES REPRESENTATIVE**



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