

# Profiles CheckPoint 360° Competency Feedback System

## The Eight Core Competencies and 18 Skill Clusters

The structure of the *CheckPoint 360° Feedback* instrument defines the eight “core competencies” which represent the most critical leadership performance areas. These core competencies are:

- **Communication** – Including the skills of (1) listening to others, (2) processing information and (3) communicating effectively.
- **Leadership** – Covering the abilities of (4) instilling trust, (5) providing direction and (6) delegating responsibility.
- **Adaptability** – Encompassing the skills of (7) adjusting to circumstances and (8) thinking creatively.
- **Relationships** – Assessing the capabilities to (9) build relationships and (10) facilitate team success.
- **Task Management** – Gauging the level of aptitude for (11) working efficiently and (12) working competently.
- **Production** – Appraising the ability to (13) initiate action and (14) achieve results.
- **Development of Others** – Measuring proficiencies in (15) cultivating individual talents and in (16) motivating successfully.
- **Personal Development** – Including the behaviors of (17) displaying commitment and (18) seeking improvement.

The *Checkpoint 360° Feedback Report* was developed with the goal of distilling and presenting this complex data in a meaningful, simple, and graphic way. The usability of the report by the actual user was of paramount

importance here.

The ***CheckPoint 360° Feedback Report*** is structured to appeal to all types of users by revealing an increasing level of detail, page by page. For those who prefer the summary format, the opening pages reveal only big picture information. For those who want all of the details and specifics, there are complete descriptions and statistics. This detail begins with comparisons of self with all other observers. Then, it progressively works through more levels until finally, the items themselves are ranked.

The design team researched other 360° feedback products and found that most 360° reports are based on compiled survey results, perceptual differences and comparisons to normed data. The team's goal was to present data in a clear, concise, complete report, avoiding the confusing formats and presentations of other 360° products that often exhibited serious flaws such as omissions of essential information.

The ***CheckPoint 360° Feedback Report*** took the unique approach of presenting the information in color using simple graphical comparisons with detailed explanations relevant to each page. This use of color, the graphical presentation style and simplicity has made ***CheckPoint 360°*** stand out as a unique and superior 360° report