INTRODUCTION

How do you see yourself?
Shortly, you will answer a series of questions about how you see yourself interacting every day with those around you—your co-workers, your supervisor, your employees, your teachers, your fellow students, your friends and your family.

The questionnaire you are about to complete, and the information resulting from it, will give you a snapshot about the importance and value you place on certain behaviors and how you tend to get things done with others.

Please keep in mind this important point as you complete the questionnaire: there are no right or wrong answers. Complete each question as you see yourself interacting with those around you.

INSTRUCTIONS

The questionnaire contains pairs of statements. Please select the statement you believe better describes you. In some cases, you may find that both statements apply because “it depends on the situation.” While this is often true, think of how you deal with, or tend to deal with, most people most of the time.

If you believe statement “A” better describes you, place an “X” in the box immediately following statement “A.” If you believe statement “B” better describes you, place an “X” in the box immediately following statement “B.” Remember, select only one of the two statements for each of the pairs of statements. Also, please answer all the questions. It should not take you more than 10 to 15 minutes to make all of your selections. You may use either pen or pencil; however, please press firmly so that your response imprints on the next page.

Example:
1. A. I tend to tell people what is on my mind.
   B. I tend to keep things to myself.

   X
1. A. I tend to tell people what is on my mind.  
   B. I tend to keep things to myself.

2. A. I see myself as cool and guarded with others.  
   B. I see myself as warm and friendly with others.

3. A. I tend to show my emotions to others.  
   B. I tend to keep my emotions “inside.”

4. A. I see myself as fast-paced.  
   B. I see myself as slow-paced.

5. A. I see myself as a risk taker in most situations.  
   B. I view myself as one who avoids or minimizes risk in most situations.

6. A. I see myself as playful and fun-loving.  
   B. I see myself as serious and thoughtful.

7. A. I tend to wait for others to initiate interactions with me.  
   B. I tend to initiate interactions.

8. A. I tend to talk in terms of opinions.  
   B. I tend to talk in terms of facts.

9. A. I tend to like to work with others.  
   B. I tend to like to work alone.

10. A. I tend to take charge of a situation.  
    B. I tend to remain in the background.

11. A. I see myself as outgoing and direct.  
    B. I see myself as quiet and moderate.

12. A. I tend to focus on the outcome or results.  
    B. I tend to focus on the process or the method.

13. A. I tend to be more interested in how people feel.  
    B. I tend to be more interested in what people think.

14. A. I tend to be casual and informal in my dealings with others.  
    B. I tend to be businesslike and formal in my dealings with people.

15. A. I tend to avoid personal involvement with people.  
    B. I tend to deal with people in a more personal way.

16. A. I tend to confront conflict head-on.  
    B. I tend to avoid conflict and confrontation.

17. A. I tend to get impatient with others.  
    B. I see myself as patient with others.

continued ...
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Example:
1. A. I tend to consistently get things done on time.  
B. I tend to be somewhat variable in getting things done on time.  

X
Versatility Self-Perception Questionnaire

1. A. I tend to consistently get things done on time.
   B. I tend to be somewhat variable in getting things done on time.

2. A. When things get chaotic, I tend to deal with issues as they arise.
   B. When things get chaotic, I tend to develop action plans.

3. A. I tend to stay calm during difficult situations.
   B. I tend to become frustrated during difficult situations.

4. A. I tend to stick to the “tried and true.”
   B. I tend to try new ways of doing things.

5. A. I prefer the type of work where I decide what should be done.
   B. I prefer the type of work where direction is given to me.

6. A. I tend to depend on other people’s ideas when problem solving.
   B. I tend to offer my own ideas when problem solving.

7. A. I see myself as having a positive attitude much of the time.
   B. I see myself as being somewhat unenthusiastic much of the time.

8. A. I tend to approach new situations with a somewhat guarded outlook.
   B. I tend to approach new situations with an optimistic outlook.

9. A. I tend to be sure of myself and my abilities.
   B. I tend to have doubts about myself or my abilities.

10. A. I tend to jump into new projects quickly.
    B. I tend to delay somewhat before starting new projects.

11. A. When communicating with others, I usually understand what they are saying without asking questions.
    B. When communicating with others, I usually ask questions in order to understand what they are saying.

12. A. I tend to choose communication methods (phone; e-mail; personal visit) that are most convenient regardless of the people or circumstances involved.
    B. I tend to choose communication methods (phone; e-mail; personal visit) depending on the people or circumstances involved.

13. A. I tend to see things from my own point of view.
    B. I usually try to see things from other people’s points of view.

14. A. I usually try to understand the needs or concerns of others.
    B. I tend to focus on my own personal needs or concerns.

15. A. I see myself as generally working well with others.
    B. I see myself as being somewhat difficult to work with at times.

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