

Interpretive Report

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Report prepared for

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XYZ
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The MBTI® Personality Assessment

This Step II[™] report is an in-depth, personalized description of your personality preferences, derived from your answers to the *Myers-Briggs Type Indicator®* (Form Q) instrument. It includes your Step I™ results (your four-letter type), along with your Step II results, which show some of the unique ways that you express your Step I type.

The MBTI® instrument was developed by Isabel Myers and Katharine Briggs as an application of Carl Jung's theory of psychological types. This theory suggests that we have opposite ways of gaining energy (Extraversion or Introversion), gathering or becoming aware of information (Sensing or Intuition), deciding or coming to a conclusion about that information (Thinking or Feeling), and dealing with the world around us (Judging or Perceiving).

- If you prefer Extraversion, you focus on the outside world to get energy through interacting with people and/or doing things.
- If you prefer Introversion, you focus on the inner world and get energy through reflecting on information, ideas, and/or concepts.
- facts, details, and present realities.
- If you prefer Sensing, you notice and trust
 If you prefer Intuition, you attend to and trust interrelationships, theories, and future possibilities.
- If you prefer Thinking, you make decisions using logical, objective analysis.
- If you prefer Feeling, you make decisions to create harmony by applying person-centered values.
- If you prefer Judging, you tend to be organized and orderly and to make decisions quickly.
- If you prefer Perceiving, you tend to be flexible and adaptable and to keep your options open as long as possible.

It is assumed that you use each of these eight parts of your personality but prefer one in each area, just as you have a natural preference for using one hand rather than the other. No preference pole is better or more desirable than its opposite.

The MBTI instrument is not a measure of your skills or abilities in any area. Rather it is a way to help you become aware of your particular style and to better understand and appreciate the helpful ways that people differ from one another.

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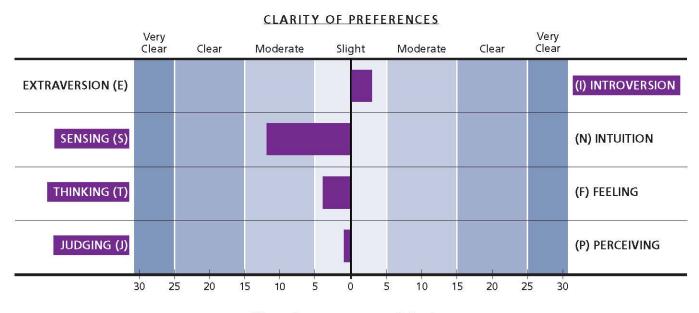
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Your Step I™ Results

The graph below and the paragraphs that follow it provide information about the personality type you reported. Each of the four preferences you indicated is shown by a bar on that side. The longer the bar, the more clearly you have expressed that preference.



Your type came out to be

ISTJ
(Introversion, Sensing, Thinking, Judging)

ISTJs are typically dependable, realistic, and practical. They remember and use facts and want things clearly and logically stated. They are thorough, systematic, hard working, and careful with particulars and procedures. When they see something that needs to be done, ISTJs accept the responsibility.

They do not enter into activities impulsively, but once committed, they are hard to distract or discourage. They lend stability to projects and persevere in the face of adversity.

"On duty," ISTJs appear sound and sensible and seem calm and composed. Even in a crisis they seldom show their highly individual and intense inner reactions.

ISTJs' practical judgment and respect for procedures make them come across as consistent and moderate. They assemble facts to support their evaluations and communicate the facts in an objective way. They seek solutions to current problems from their past experience and that of others.

ISTJs are likely to be most satisfied working in an environment that values organization and accuracy. People can count on them to notice what needs to be done and follow through in a careful, methodical, and timely manner.

DOES THIS TYPE FIT YOU?

Note the parts of the previous description that fit you and any that don't. Your Step II results on the next pages may help to clarify any areas that do not describe you well. If the Step I type you reported does not fit, your Step II results may help suggest a different type that is more accurate for you.

Your Step II™ Facet Results

Your personality is complex and dynamic. The Step II tool describes some of that complexity by showing your results on five different parts or *facets* of each of the MBTI instrument's four pairs of opposite preferences shown below.

EXTRAVERSION (E) 🔫	→ (I) INTROVERSION	SENSING (S)	> (N) INTUITION
Initiating	Receiving	Concrete	Abstract
Expressive	Contained	Realistic	Imaginative
Gregarious	Intimate	Practical	Conceptual
Active	Reflective	Experiential	Theoretical
Enthusiastic	Quiet	Traditional	Original
THINKING (T)	→ (F) FEELING	JUDGING (J)	➤ (P) PERCEIVING
Logical	Empathetic	Systematic	Casual
Reasonable	Compassionate	Planful	Open-Ended
	Accommodating	Early Starting	Pressure-Prompted
Questioning		ć I I I I	Spontaneous
Questioning Critical	Accepting	Scheduled	Sportaneous

In reviewing your results, keep in mind that

- Each facet has two opposite poles. You are more likely to favor the pole that is on the same side as your overall preference (an *in-preference* result)—for example, the Initiating pole if you prefer Extraversion, or the Receiving pole if you prefer Introversion.
- For any particular facet, you might favor a pole that is opposite to your overall preference (an out-of-preference result) or show no clear preference for either pole (a midzone result).
- Knowing your preferences on these twenty facets can help you better understand your unique way of experiencing and expressing your type.

HOW TO READ YOUR STEP II™ RESULTS

The next few pages give you information for each set of facets. Each page has a graph of your results on the facets. The graph gives

- Brief definitions of the MBTI Step I preferences shown.
- The names of the five facet poles associated with each MBTI preference along with three descriptive words or phrases for each facet pole.
- A bar showing the pole you prefer or the midzone. The length of that bar shows how clearly you reported your preference for that pole. By looking at the graph, you can see whether your result on a facet is in-preference (scores of 2–5 on the same side as your preference), out-of-preference (scores of 2–5 on the side opposite your preference), or in the midzone (scores of 0 or 1).

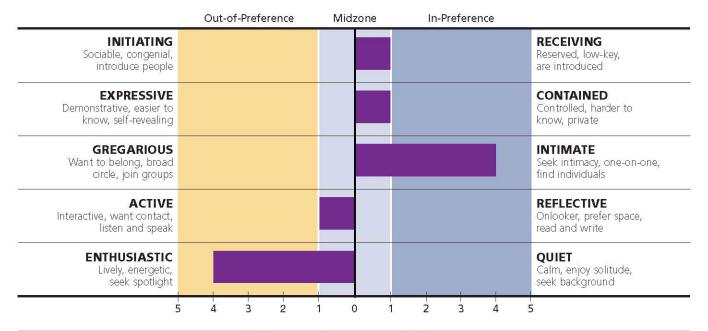
Below the graph are statements that describe the characteristics of each in-preference, out-of-preference, or midzone result. If a set of statements does not seem to fit, perhaps you would be better described by the opposite pole or by the midzone. To understand an opposite facet pole, look at the three words or phrases that describe it on the graph.

EXTRAVERSION (E)

Directing energy toward the outer world of people and objects

(I) INTROVERSION

Directing energy toward the inner world of experience and ideas



Initiating-Receiving (midzone)

- Will initiate conversations in social situations with people you already know or if your role calls for this.
- Appear at ease socially in familiar situations, and much less so in large social gatherings.
- Are willing to introduce people to each other if no one else does so, but would prefer not to.

Expressive-Contained (midzone)

- Reveal personal information only after deciding you are comfortable with people knowing that much about you.
- Will discuss personal thoughts and feelings with people you know well.
- Keep personal thoughts and feelings to yourself in many circumstances; as a result, some people see you as hard to get to know.
- Will contribute freely when you know the topic well, even when the conversation is with strangers.

Intimate (in-preference)

- Would rather relate to a few significant others than be in a large group.
- Draw sharp distinctions between friends and acquaintances.
- Seek in-depth involvement with individuals.
- Respect others' individuality and want the same respect in turn.
- Need to trust people before sharing much about yourself.

Active-Reflective (midzone)

- Talk in person about personal information and communicate technical information in writing.
- Prefer to learn new subject matter through faceto-face contact.
- Can be at ease actively participating in events or quietly observing them.
- If familiar with the subject, prefer to learn more by reading.

Enthusiastic (out-of-preference)

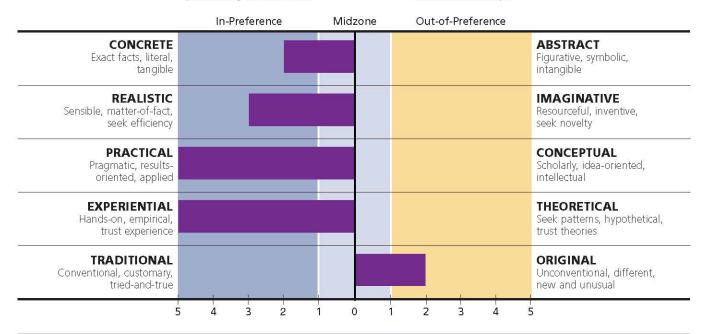
- Like being where the action is.
- Seek some excitement if things get too quiet.
- Prefer not to spend too much time alone.
- Are enthusiastic and animated when sharing what you know.
- Like being the center of attention in areas of expertise.
- May be guite talkative and witty with familiar people.

SENSING (S)

Focusing on what can be perceived by the five senses

(N) INTUITION

Focusing on perceiving patterns and interrelationships



Concrete (in-preference)

- Are grounded in reality and trust the facts.
- Interpret things literally.
- Are cautious about making inferences.
- May find it hard to see trends and link facts to the bigger picture.
- Begin with what you know to be true, and have all the facts in order before moving on.
- May be seen by others as resistant to change, although you may not see yourself that way.

Realistic (in-preference)

- Take pride in your common sense and ability to realistically appraise situations.
- Value efficiency, practicality, and cost-effectiveness.
- Appreciate direct experiences and tangible results.
- Believe that good techniques lead to good results.
- Are seen as matter-of-fact and sensible.

Practical (in-preference)

- Find that applying ideas is more appealing than the ideas themselves.
- Need to see an idea's application to understand it.
- Are impatient listening to ideas if a practical use is not the end result.
- Favor practical utility over intellectual curiosity.

Experiential (in-preference)

- Learn best from direct, hands-on experience and rely on it to guide you.
- Are careful not to generalize too much.
- Focus more on the past and present than the future.
- Concentrate on what is happening now rather than thinking about meanings and theories.
- May sometimes get stuck on details at the expense of larger considerations.

Original (out-of-preference)

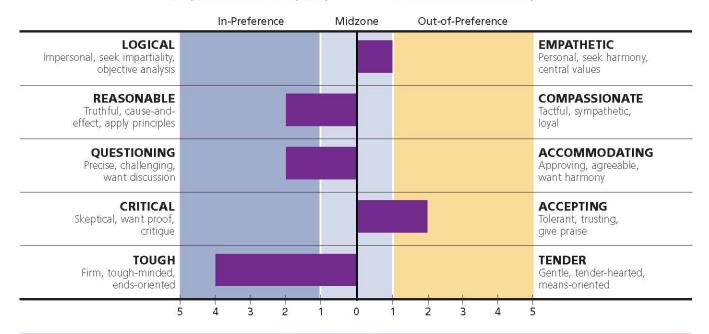
- Look for what could be better, new, or different.
- Like being original and different, but not so much as to be out of the mainstream.
- Are often seen as both creative and practical.
- May occasionally surprise others by going off in new and different directions.

THINKING (T)

Basing conclusions on logical analysis with a focus on objectivity

(F) FEELING

Basing conclusions on personal or social values with a focus on harmony



Logical-Empathetic (midzone)

- Believe the ideal way to make decisions is to consider the logical consequences as well as people's feelings.
- Respect a dispassionate approach, but not in the extreme.
- Appear neither coldly logical nor overly concerned with people's feelings.
- May experience some tension between an analytical and a personal approach.

Reasonable (in-preference)

- Use reasoning to make decisions.
- Approach situations as an impartial observer.
- Are confident and clear about your objectives and decisions.
- Live your life logically, with premises leading to conclusions.
- View situations objectively and analytically.

Questioning (in-preference)

- Are intellectually independent.
- Use questions to clarify ideas.
- Are precise in your questions, liking to zero in on discrepancies.
- May need to have all your questions answered before you can trust any conclusions.
- Are tenacious in getting the answers you need.
- Feel questioning is appropriate, even if something is already right.

Accepting (out-of-preference)

- Welcome a broad range of ideas and approaches.
- Appear to accept all ideas equally, not imposing your thoughts on others.
- Prefer a participative management style.
- Are modest about your own work and may be reluctant to promote it over others' ideas.
- Are seen as open, fair, and approachable, but some people may be confused about what you really think.

Tough (in-preference)

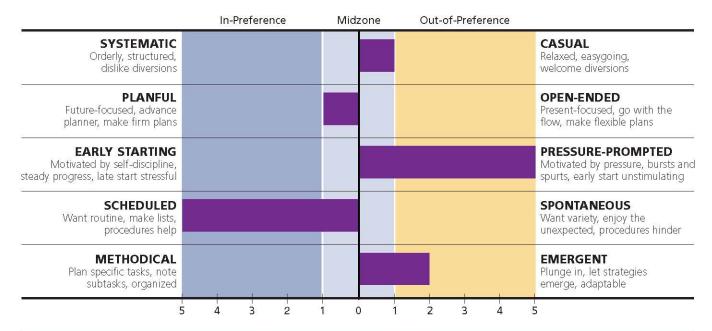
- Like to use intellectual and interpersonal pressure to get your way.
- Focus firmly on achieving your objective.
- May assume there are no alternatives or those available won't work.
- Are results-oriented and comfortable focusing on the bottom line.
- Don't pay much attention to people's emotions and may be seen as cold.

JUDGING (J)

Preferring decisiveness and closure

(P) PERCEIVING

Preferring flexibility and spontaneity



Systematic-Casual (midzone)

- Like a general plan with some contingencies.
- Find too much detail in a plan inhibiting.
- Don't mind interruptions if no agenda is in place.
- Dislike distractions when involved in a project.
- Find that an advance plan permits comfortable deviation because you can always return to the plan.

Planful-Open-Ended (midzone)

- Like to plan at work and be flexible at home, or vice versa.
- May plan for a few important personal goals but not everything.
- May go back and forth between enjoying the here and now and planning for the future.

Pressure-Prompted (out-of-preference)

- Get bored if too little is happening.
- Like the variety and challenge of keeping several activities running smoothly at the same time.
- Rather enjoy the stress of meeting deadlines.
- Find that when you use your organizational skills effectively you can successfully manage multiple activities.

Scheduled (in-preference)

- Are comfortable with routines and do not like them upset.
- Like established methods and procedures.
- Prefer to control how you spend your time.
- Enjoy scheduling both work and fun activities.
- Others may be more aware of your routines than you are.
- Appear rather predictable but like it that way.

Emergent (out-of-preference)

- Focus on the overall goal rather than specifics.
- Communicate your thinking in an organized manner so people assume you prepared thoroughly.
- Trust that you will know what to do when the time arrives.
- Wait to see what's right at the time, but move forward with seeming confidence.

Applying Step II™ Results to Communicating

All aspects of your type influence how you communicate, especially as part of a team. Nine of the facets are particularly relevant to communication. Your preferences for these nine facets along with tips for better communication appear below.

In addition to the tips in the table, keep in mind that communication for every type includes

- Telling others what kind of information you need.
- Asking others what they need.
- Monitoring your impatience when other styles dominate.
- Realizing that others likely are not trying to annoy you when they use their own communication styles.

Your Facet Result	Communication Style	Enhancing Communication
Initiating-Receiving Midzone	Are willing to introduce people to one another if no one else is doing so.	Be sensitive to the situation in deciding whether to take an initiating or a receiving role.
Expressive- Contained Midzone	Share some of your reactions with others but not all of them.	Consider which people need to hear your reactions and which people don't.
Active-Reflective Midzone	Are comfortable interacting in person or quietly observing, depending on the circumstances.	Pay attention to the style of those with whom you're interacting and try to match that style.
Enthusiastic	Readily show enthusiasm for the subject at hand.	Be careful not to overwhelm and override others; make sure you ask for input.
Concrete	Talk about the here-and-now detail.	Be open to the inferences that can arise from the details.
Questioning	Want to ask questions.	Be selective in choosing questions to ask so as not to intimidate people.
Accepting	Take a naturally inclusive stance toward a broad range of views.	Be aware that others may be frustrated by your refusal to favor one view over the others.
Tough	Embody the phrase, "Let's get on with it!"	Be aware that sometimes your way of moving ahead may be wrong for the situation.
Emergent	Communicate what to do next when you are in the middle of the task.	Try to accommodate those who need more pieces of the task up front.

Applying Step II™ Results to Making Decisions

Effective decisions require gathering information from a variety of perspectives and applying sound methods of evaluating that information. The Step II facets give us specific ways to enhance our decision making, especially those facets related to Sensing, Intuition, Thinking, and Feeling. Below are general questions associated with those facets. The facet poles you prefer are in **bold italics**. If you are in the midzone, neither pole is italicized.

SENSING

Concrete: What do we know? How do we know it?

Realistic: What are the real costs?

Practical: Will it work?

Experiential: Can you show me how it works?

Traditional: Does anything really need changing?

THINKING

Logical: What are the pros and cons?

Reasonable: What are the logical consequences?

Questioning: But what about . . . ? Critical: What is wrong with this?

Tough: Why aren't we following through now?

INTUITION

Abstract: What else could this mean?

Imaginative: What else can we come up with?

Conceptual: What other interesting ideas are there?

Theoretical: How is it all interconnected?

Original: What is a new way to do this?

FEELING

Empathetic: What do we like and dislike?

Compassionate: What impact will this have on people? Accommodating: How can we make everyone happy?

Accepting: What is beneficial in this?

Tender: What about the people who will be hurt?

Six different ways of evaluating information, called decision-making styles, have been identified based on two facets of the Thinking–Feeling dichotomy: Logical–Empathetic and Reasonable–Compassionate.

Your style is Midzone with an underlying Thinking preference. This style means that you likely

- Pay attention to the Thinking and Feeling perspectives when you consider and actually make decisions.
- Make decisions from either point of view, depending on circumstances.
- Sometimes look back on a decision as good, but sometimes regret the decision and how you made it.
- Are better off in ambiguous situations basing your decisions on logical analysis, since that is consistent with your overall preference.

TIPS

In individual problem-solving, start by asking *all* the questions in the boxes above.

- Pay careful attention to the answers. The questions that are opposite to the ones in bold italics may be key since they represent perspectives you aren't likely to consider.
- Try to balance your decision-making style by considering the less preferred parts of your personality.

In group problem-solving, actively seek out people with different views. Ask for their concerns and perspectives.

- Do a final check to make sure that all the questions above have been asked and that different decision-making styles are included.
- If you are missing a perspective, make extra efforts to consider what it might add.

Applying Step II™ Results to Managing Change

Change seems to be inevitable and affects people in different ways. To help you deal with change,

- Be clear about what is changing and what is remaining the same.
- Identify what you need to know to understand the change and then seek out that information.

To help others deal with change,

- Encourage open discussion about the change; be aware that this is easier for some than others.
- Make sure that both logical reasons and personal or social values have been considered.

Your personality type also influences your style of managing change, particularly your results on the nine facets below. Review the facets and tips for enhancing your response to change.

Your Facet Result	Change-Management Style	Enhancing Change Management
Expressive- Contained Midzone	Let others know some of your views about the change but keep some to yourself.	Be sensitive to your need to share or withhold your views in a particular circumstance and act accordingly.
Intimate	Discuss the changes and their impact on you only with those closest to you.	Consider sharing feelings with selected people outside your intimate circle.
Concrete	May get stuck on some aspects of change and ignore others.	Ask someone to help you move from the facts and details to reasonable possibilities.
Realistic	Focus on the commonsense aspects of the change.	Realize that commonsense outcomes may not be immediately apparent.
Experiential	Want to see an example of how the change will work.	Accept that the impact of some changes can't be demonstrated in advance.
Original	Embrace change for the sake of change.	Be selective about what changes are really worth pursuing.
Tough	Will actively embrace or resist change, depending on whether you agree with it.	Step back and consider whether your stance will really get you what you want in the long run.
Planful-Open-Ended Midzone	Like to know the general directions the changes may take but don't need to know all the plans.	Pay attention to when more specifics in the plan are needed and when they are not.
Emergent	Decide what is best to do next in the moment; resist planning.	Remember—planning some steps now may prevent problems in the future.

Applying Step II™ Results to Managing Conflict

Conflicts are inevitable when working with others. People of distinct personality types may differ in what they define as conflict, how they react to it, and how they reach resolution. Although sometimes unpleasant, conflicts often lead to improved work situations and enhanced relationships.

Part of conflict management for every type includes

- Taking care of getting the work done while maintaining your relationships with the people involved.
- Recognizing that all perspectives have something to add, but any perspective used in its extreme and to the exclusion of its opposite will ultimately impede conflict resolution.

Some aspects of conflict management may be unique to your results on six Step II facets. The table below explains how your results on these facets may affect your efforts to manage conflict.

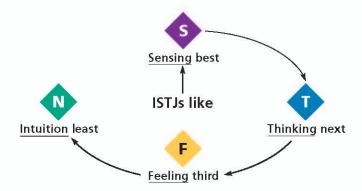
Your Facet Result	Conflict-Management Style	Enhancing Conflict Management
Expressive- Contained Midzone	Discuss the conflict and your feelings about it but perhaps not immediately.	Notice the style of those you are with and attempt to match their needs to talk now or wait.
Intimate	Rely on yourself or a few trusted others in resolving the conflict.	Widen your circle to include others affected; they may have something valuable to contribute.
Questioning	Ask many questions of others to reveal all the issues in the conflict.	Be aware that people may take your questioning style as challenging rather than helpful in resolving the issue; be clear about your intent.
Accepting	Look for points of agreement in others' arguments and ideas.	Recognize that some things are really worthy of criticism, so don't insist on agreement.
Tough	Push to resolve the conflict immediately so that progress can be made.	Recognize that delays in implementation may be necessary to reach the goal.
Pressure-Prompted	Feed off the pressure of working at the last minute so do not recognize that conflict can emerge from this style itself.	Use your style when working alone but set earlier deadlines for yourself when others depend on you to complete tasks.

In addition to your facet results, your decision-making style (as explained earlier) affects how you manage conflict. Your decision-making style is Midzone Thinking. You are likely to pay attention to the logic of the situation, the people involved, and their feelings. To make your efforts to manage conflict more effective, consider these sides but weight the logical side more heavily because you prefer Thinking overall.

How the Parts of Your Personality Work Together

The essence of type involves the way information is gathered (Sensing and Intuition) and how decisions are made (Thinking and Feeling). Each type has favorite ways of doing those two things. The two middle letters of your four-letter type (S or N and T or F) show your favorite processes. Their opposites, whose letters don't appear in your four-letter type, are third and fourth in importance for your type. Remember—you use all parts of your personality at least some of the time.

Here's the way it works for ISTJs:



USING YOUR FAVORITE PROCESSES

Extraverts like to use their favorite process mostly in the outer world of people and things. For balance, they use their second favorite in their inner world of ideas and impressions. Introverts tend to use their favorite process mostly in their inner world and to balance this with the use of their second favorite process in the outer world.

Thus ISTJs use

- Sensing mainly internally to consider the facts and details they have stored in their heads.
- Thinking mainly externally to communicate their structured, logical decisions to others.

USING YOUR LESS-FAVORED PROCESSES

When you frequently use the less-preferred parts of your personality, Feeling and Intuition, remember that you are working outside of your natural comfort zone. You may feel awkward, tired, or frustrated at these times. As an ISTJ, you may become overly focused on details at first, and then worry a great deal about negative possibilities.

To bring back some balance, try the following:

- Take more breaks in your activities when you are using these less familiar parts of your personality—
 Feeling and Intuition.
- Make an effort to find time to do something enjoyable that involves using your favorite ways— Sensing and Thinking.

USING YOUR TYPE EFFECTIVELY

ISTJs' preference for Sensing and Thinking makes them mostly interested in

- Acquiring and using facts and experiences.
- Reaching logical conclusions about them.

They typically devote little energy to the less-preferred parts of their personality, Intuition and Feeling. These parts may remain inexperienced and be less available for use in situations where they might be helpful.

As an ISTJ,

- If you rely too much on your Sensing, you are likely to miss the big picture, other meanings of the information, and new possibilities.
- If you make judgments exclusively using Thinking, you may forget to compliment people when you should and ignore the impact of your decisions on others.

Your personality type is likely to develop in a natural way over your life. As people get older, many become interested in using the less familiar parts of their personality. When they are in midlife or older, ISTJs often find themselves devoting more time to things that were not very appealing when they were younger. For example, they report greater pleasure in considering new ways of doing things and in personal relationships.

HOW THE FACETS CAN HELP YOU BE MORE EFFECTIVE

Sometimes a particular situation calls for using a less-preferred part of your personality. Your facet results can make it easier for you to temporarily adopt a less-natural approach. Begin by identifying which facets are relevant and which poles are more appropriate to use.

- If you are *out-of-preference* on one or more of the relevant facets, make sure to focus on using approaches and behaviors related to those out-of-preference facets.
- If you are in the midzone, decide which pole is more appropriate for the situation at hand and make sure you use approaches and behaviors related to that pole.
- If you are *in-preference*, ask someone at the opposite facet pole for help in using that approach or read a description of that pole to get clues for modifying your behavior. Once you have a good approach, resist shifting back into your comfort zone.

Here are two examples of how to apply these suggestions.

- If you are in a situation where your natural information-gathering style (Sensing) may not be appropriate, try to modify your Concrete approach (an in-preference result) by considering the meanings and implications of your factual information (Abstract).
- If you are in a situation where you might need to adapt your way of getting things done (Judging), try to modify your Scheduled approach to accomplishing tasks (an in-preference result) by asking yourself if staying open to unexpected events (Spontaneous) might lead to better results in this particular situation.

Integrating Step I™ and Step II™ Information

When you combine your Step I reported type and your Step II out-of-preference facets, the result is your individualized type description:

Enthusiastic,
Original, Accepting,
Pressure-Prompted, Emergent

ISTJ

If, after reading all the information in this report, you don't think you have been accurately described, perhaps a different four-letter type or some variation on the facets will fit you better. To help you figure out your best-fit type,

- Focus on any type letters you thought were incorrect or any type dichotomy on which you had some out-of-preference or midzone facet results.
- Read the type description for the type you would be if the letter or letters you question were the opposite preference.
- Consult your MBTI interpreter for suggestions.
- Observe yourself and ask others how they see you.

Using Type to Gain Understanding

Knowledge of type can enrich your life in several ways. It can help you

- Better understand yourself. Knowing your own type helps you understand the assets and liabilities of your typical reactions.
- Understand others. Knowing about type helps you recognize that other people may be different. It
 can enable you to see those differences as useful and broadening, rather than annoying and restricting.
- Gain perspective. Seeing yourself and others in the context of type can help you appreciate the legitimacy of other points of view. You can then avoid getting stuck in believing your way is the only way. No perspective is always right or always wrong.

Reading about type and observing yourself and others from the standpoint of type will enrich your understanding of personality differences and encourage constructive uses of those differences.

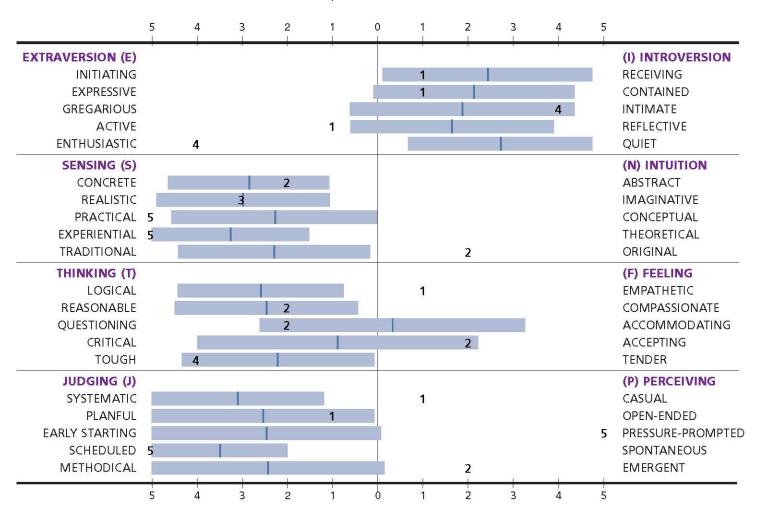
Interpreter's Summary

PREFERENCE CLARITY INDEXES FOR REPORTED TYPE: ISTJ

Introversion: Sensing: Thinking: Judging: Slight (3) Moderate (12) Slight (4) Slight (1)

FACET SCORES AND THE AVERAGE RANGE OF SCORES FOR OTHER ISTJS

The bars on the graphs below show the average range of scores that occurred for the ISTJs in the national sample. The bars show scores that are -1 to +1 standard deviation from the mean. The vertical line in each bar shows ISTJs' mean score. The bold numbers show the respondent's scores.



POLARITY INDEX: 60

The polarity index, which ranges from 0 to 100, shows the consistency of a respondent's facet scores within a profile. Most adults score between 50 and 65, although higher indexes are common. An index that is below 45 means that the respondent has many scores in or near the midzone. This may be due to mature situational use of the facet, answering the questions randomly, lack of self-knowledge, or ambivalence about use of a facet. Some such profiles may be invalid.

Number of Omitted Responses: 0