

## Five Behaviors Progress Report FAQs

### Introduction

The Five Behaviors of a Cohesive Team™ Progress Report highlights areas of improvement and areas that require more work. It also provides an action plan to help teams set new, specific goals for team development. The individual [Progress Reports](#) include:

- The team's survey results and a comparison to the immediately previous results. Please note that new team members will not be asked questions about the time spent on teamwork since the first workshop but will answer all other questions.
- Suggested points of discussion. The facilitator's Annotated Team Progress Report gives additional helpful hints to guide the team. You can see a sample annotated team report [here](#).
- An action plan to draw out follow-up items.
- An appendix with helpful information about the impact of DiSC styles on team behaviors, the DiSC team map and conflict team map (sections from the original report).

### Who should take the Five Behaviors of a Cohesive Team Progress Report?

Any team that has taken The Five Behaviors of a Cohesive Team assessment may wish to check progress using the Progress Report. The report shows how behaviors have changed as compared to the last time the team assessed itself.

### What is the best way to use the Five Behaviors of a Cohesive Team Progress Report?

- Before using this tool, you should give team members enough time to implement the action plans they committed to when they took the first assessment. Sometimes that is as soon as three months after the first assessment or—for example, if a team has deep trust issues—nine months to a year will be more useful for the team.
- Keep in mind that, once you run a Progress Report, every report run after that is compared to the previous Progress Report—not the original report. The tool only allows the comparison of two report results.
- Have the team dig into the numbered results—including the variation in team member responses—in addition to the colors in the pyramid to gauge improvement. Keep in mind that lower scores may just mean that team members are being more honest when answering the questions the second time around or are more aware of what behaviors really make for a cohesive team.
- Review the model with the team before you hand out the report. A quick overview is fine, but once you hand out the report it's hard to back up to the definitions of each behavior. Emphasize that the report is designed to serve as a conversation starter about progress and next steps.

### **When do I use the Progress Report versus starting over with an original team assessment?**

If a team has a new leader, we recommend you re-take the original Five Behaviors assessment. Additionally, if more than 40% of the team has changed since the original assessment was administered, we recommend re-administering the assessment and creating a new action plan for improvement.

### **How long should I plan for a Progress Report session with the team?**

A typical workshop lasts two to four hours. However, the timing will depend on the report results and the goals of the team. For example, if a particular behavior shows significant decline there may have been a change that requires further conversation and exercises to unearth the issue.

### **What do I do when a new member joins the team?**

If one or two people have joined the team since the original assessment (and that doesn't equate to 40% or more of the team members), you can still add their data to the Progress Report. These members will have a longer assessment experience, as they will need to take the DiSC® assessment first to receive their DiSC narrative and to be included on the DiSC Team Map and Conflict Map.

We don't recommend asking team members to assess team behaviors until they have spent at least six to eight weeks on the team. In the interim, you may want to recommend new team members have a short discussion with the team regarding their [DiSC style](#)—sharing their style and the major points they agree with and disagree with in the narrative on page 5—to set a baseline understanding of the team.

You may also suggest that new team members read *The Five Dysfunctions of a Team* or at least view the [introductory video](#) in order to give them a deeper understanding of the model. Alternatively, you could meet separately to bring new team members up to speed prior to the session with the whole team on the Progress Report.

### **Does each team member receive their own report?**

Yes, each team member will receive a personalized report that includes the person's DiSC style and narrative in addition to the team's progress. You may view a [sample individual report](#).