

EXECUTIVE PRESENCE SELF-ASSESSMENT

Rate yourself on a scale from 1 to 5 for each executive presence dimension below. Entering 1 means you score very low, 5 means you score very high. Enter numbers directly into the form. Subtotals will calculate automatically.

- Physical Presence, Poise**

- I am confident in group settings even when other tensions are present
- I am able to offer opinions, professionally and respectfully, even when unpopular
- I tend to attract positive attention at business or social events
- I am viewed as a person who manages change well, without complaint
- I am perceived as a leader
- People see me as self-controlled and relaxed
- I have a professional and neat appearance

Subtotal:

- People Sense**

- I acknowledge and validate what others are feeling even when I disagree
- I am known for showing compassion and kindness
- I am able to quickly build trust with colleagues and subordinates
- Most people tend to find me approachable
- I respond differently to different people based on situation and context
- I am often told I am a good listener
- I am considered a team player and work well even in diverse groups
- I tend to make people feel more energized after a discussion

Subtotal:

- Business Intelligence**

- I am able to explain complex business ideas in simple terms -----
- I am not defined by my organization and hold larger interests -----
- I have industry-wide knowledge and expertise -----
- I convey well-rounded knowledge about industry leaders/competition -----
- I have a broad view of the world and converse on a wide range of topics -----
- I am viewed as having strong business knowledge -----
- I am able to speak specifically and confidently about industry trends -----

Subtotal: -----

- Communication Skill**

- People understand my line of thought and see me as a critical thinker -----
- I feel at ease communicating with people I've just met -----
- I have been told I add value to discussions by the quality of my comments -----
- When I speak, people tend to stop and listen -----
- I am often asked to speak before company or civic groups -----
- I am able to tell the story in a compelling way without being self-righteous -----
- I use words that are positive and authoritative instead of negative and weak -----
- I take the time needed to prepare and practice before a speech -----

Subtotal: -----

Scoring

Enter your score from the dimensions above into this table. This indicates the area of focus required to enhance that executive presence dimension. The area(s) requiring attention would benefit from outside help and further research.

	Red <13	Yellow 13-25	Green >25
Physical Presence, Poise			
People Sense			
Business Intelligence			
Communication Skill			