IHS Markit Participant Workbook

Emergenetics®
Meeting of the Minds

Revealing Preferences.
Realizing Potential.
Learning and Development values align with the IHS Markit Values of Accountability, Customer Focus, Inclusiveness, Innovation, Integrity, and Partnership.

By leveraging the strengths and diversity of the IHS Markit community, Learning and Development builds high quality, innovative programs to grow and develop employees.
Course Details

Emergenetics® Meeting of the Minds – The Foundation Participant Guide

The Emergenetics Portal for IHS Markit Colleagues

Thanks for your interest in an Emergenetics Meeting of the Minds workshop with IHS Markit! We’re excited to offer our employees our signature program that celebrates that who you are today is the emergence of your behavior, genetic makeup and life experiences.

Emergenetics provides a clear way to understand the intersection of nature and nurture through your personal Profile. It is built on four Thinking Attributes and three Behavioral Attributes, which were identified by reviewing research from a wide body of academic literature covering personality, psychology and neuroscience.

Our Meeting of the Minds program will elevate your understanding of Emergenetics and its applicability at IHS Markit through a blended-learning experience that includes:

- Two self-directed eLearning courses
- A participant workbook
- A two and a half hour virtual, instructor-led workshop

Upon completion, you will have a clear framework of the seven easily recognizable attributes and helpful ways to apply your learnings to work, communication and interpersonal relationships with colleagues and leaders around the globe.

eLearning Coursework

Before your virtual Meeting of the Minds, you must complete the brief pre-work available in the portal:

- The Emergenetics Overview
- Origins of the Emergenetics Model

Please use the same log-in information you used to complete your Emergenetics Profile to access your coursework.

Emergenetics® Meeting of the Minds - The Foundation

Enter Your DATE AND TIME selected: ____________________________

In this interactive instructor-led workshop, program participants will learn strengths-based concepts about interpersonal styles and communication needs in conjunction with learning how to relate to others based upon their profile needs. This workshop is led by an Emergenetics Certified Associate.

Additional Resources

We’ve curated a collection of resources to help you further explore Emergenetics and get insights on applying the principles at work or home. Dr. Geil Browning, founder of Emergenetics International, has authored numerous articles on topics that are relevant in everyday situations. A few of our favorites published on Inc.com are provided in the portal, in a few user friendly formats
Emergenetics Plus Mobile App
Download the mobile app to access your profile at any time, to connect with others to compare profiles side by side and to run group summary reports as well as access strategies and suggestions on how to apply Emergenetics in your daily interactions with others.
Purpose of Your Workbook

Your workbook includes a checklist of items to be completed and worksheets for self-directed study to help deepen your learning as you progress through this program.

It is recommended that you save this workbook for access to the imbedded links AND print this workbook in color to have it with you during any eLearning modules, pre-work, and the instructor-led workshop to assist you during knowledge checks and the breakout groups.

Agenda for Meeting of the Minds Workshop

Welcome
Emergenetics Overview
Going Out to Lunch
Going On Vacation
How to Make Toast
WE-TEAM
Next Steps and Personal Reflection
Why Emergenetics®?

Emergenetics® is a brain-based approach built on neuroscience that DRIVES business results.

The Purpose of Emergenetics is to:
1. Understand yourself – thinking and behaving, learning, reactions to others
2. Understand others – understanding, empathy, points of view, improve relationships
3. Build teams – solid decisions, positive changes, effectiveness
4. Leveraging teams to drive a business result or outcome

Preferences
Emergenetics is about preferences not competency or ability. Your ability to perform activities may or may not relate to your preferences.

If we operate out of an attribute that is a preference, it as if we are driving along a super highway. We will enjoy the journey and will be energized when we get to the destination.

If we operate out of an attribute that is not a preference, it is as if we are driving along a dirt road. We will feel every rock, curve, bump along the way. We will get to the destination, but when we do we will not be energized.

Regardless if we operate out of an attribute that is a preference or not, we will still reach our destination.

What’s in it for you?
Why start this program?
- Increased productivity from understanding yourself
- Amplified engagement from understanding others
- A Reinvestment of discretionary effort meaning that when you operate out of a preference, you are able to put your discretionary effort (or extra effort) back into your own development, into the team, or into the organization or company.
- Have fun!

Our goal is to ensure that you gain insights and skill to increase communication effectiveness and improve outcomes.

Program Requirements
- Complete the Emergenetics online self-assessment questionnaire
- Watch two (2) self-directed eLearning modules
- Attend the Meeting of the Minds workshop
- Download the Emergenetics+ App for droid and iPhone (Not available for desktop or blackberry. Not yet available for Windows phones.)
- Read articles to reinforce learning
Emergenetics® Profile Review

After you receive your profile results including your tip sheet and narrative report, complete this worksheet. Use this worksheet and your profile as reference points during the eLearning and the next instructor-led workshop.

Your Profile

Behavior Attributes
In looking at the purple bars located at the bottom of your profile, record your percentiles.

My Expressiveness Percentile is: __________
My Assertiveness Percentile is: __________
My Flexibility Percentile is: _______________

Thinking Attributes
In looking at the pie chart located at the top of your profile, record your percentages.

My Analytical percentage is: ______________
My Structural percentage is: ______________
My Social percentage is: _____________
My Conceptual percentage is: ______________

Your Narrative Report

Complete these sentences using information located in your Emergenetics® Narrative Report.

Expressiveness is your level of ______________
Assertiveness is your level of ______________
Flexibility measures your ______________
Your preferred Thinking Attribute(s): ______________
Your Motto: __________________________________________
Emergenetics® Overview eModule

Emergenetics measures a person’s preferred way of thinking and behaving. Emergenetics is the patterns of thinking and behaving that emerge from your genetic blueprint and life experiences.

Your profile is a metaphor of how your brain works. Emergenetics is about preferences not competency or ability. Your ability to perform activities may or may not relate to your preferences.

The Basis of Emergenetics
Instructions: List three characteristics of each of the thinking types below

<table>
<thead>
<tr>
<th>Convergent</th>
<th>Divergent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>1.</td>
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<tr>
<td>2.</td>
<td>2.</td>
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<tr>
<td>3.</td>
<td>3.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Abstract</th>
<th>Concrete</th>
</tr>
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<tbody>
<tr>
<td>1.</td>
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<tr>
<td>2.</td>
<td>2.</td>
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<tr>
<td>3.</td>
<td>3.</td>
</tr>
</tbody>
</table>

Percentiles
Thinking and Behavior percentiles reflect the degree of energy expended to think a thought or to perform a task.
Behavioral Attributes Review

The three Behavioral Attributes are independent from the Thinking Attributes and reflect how you interact with the world around you.

When we talk about Behavioral Attributes we reference the “Thirds” of each Behavior as reported in your percentile score.

**EXPRESSIVENESS**

The outward display of ________________ toward others and the world-at-large.

**ASSERTIVENESS**

The ___________ and _______________ with which you advance thoughts, feelings, and beliefs.

**FLEXIBILITY**

The willingness to _________________ the thoughts and actions of others.
**Thinking Attributes Review**

A preference indicates a way of thinking that is comfortable to you. Any Attribute less than 23% is not a preference.

Record 3 characteristics and 1 communication tip for each of the Thinking Attributes listed below.

<table>
<thead>
<tr>
<th>Analytical</th>
<th>Conceptual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Characteristic</strong></td>
<td><strong>Characteristic</strong></td>
</tr>
<tr>
<td><strong>Communication Tip</strong></td>
<td><strong>Communication Tip</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Structural</th>
<th>Social</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Characteristic</strong></td>
<td><strong>Characteristic</strong></td>
</tr>
<tr>
<td><strong>Communication Tip</strong></td>
<td><strong>Communication Tip</strong></td>
</tr>
</tbody>
</table>

**Key Learning**

The combination of Behavioral and Thinking Attributes provides insight into who you are, how you make decisions, and how best to communicate with you.
Emergenetics® Origins eModule

In the late 1980’s, Dr. Geil Browning and Dr. Wendell Williams began research on their premise that thinking and behavioral attributes could be separately measured, thus creating a tool that more accurately describes how an individual approaches his/her world.

The Premise: There exists a common set of useful thinking and behavioral attributes that can be identified and measured to help individuals understand their world.

The Research: Influenced by Dr. Roger Sperry’s Nobel Prize winning split-brain research along with the 4-quadrant thinking model.

The Emergenetics Model

By separating thinking and behavior, Dr. Browning and Dr. Williams were able to create a seven attribute psychometric tool. Fill in the attributes in the model.
Validity and Reliability

Emergenetics follows the Standards for Educational and Psychological Testing to ensure validity and reliability of the instrument.

1. The theory is sound and useful.

2. Emergenetics Profile items are strongly related to the factors they measure.

3. Emergenetics Profile scores are stable over time.

4. The global norms are updated every two years.

Common Misconceptions

Instructions: Mark Yes or No to the misconceptions listed below.

Is the Emergenetics Profile designed to predict job performance?

□ Yes □ No

Does the Profile box people in to certain “types”?

□ Yes □ No

Can I always predict how someone will think or behave based on their Profile?

□ Yes □ No
Emergenetics® Meeting of the Minds Workshop

For the Virtual Instructor-led Workshop

Prepare Your Workstation for Active Learning and Engagement

- Turn off emails
- Turn off or silence phones
- Turn on Lync Instant Messenger or turn to Do Not Disturb
- Let others around you and on your team know that you will be in class and not to be interrupted. Post a sign if necessary.

Join the WebEx

Connect to the WebEx first using the link in your Outlook invite.

Then connect to the Audio by having the WebEx call your phone; this will link your phone to your name on the WebEx.

Participate, Collaborate, Share, Engage

Below the participant tile, use the raise hand button to ask a question or share a comment. Use the green check mark and red X to contribute to informal polling. Use the coffee mug to indicate that you have stepped away from the screen or your desk.

During the WebEx you may have opportunities to use the following annotation tools to share on the screen. Use the text tool to write an answer. Use the pointer tool to mark your place on the screen.

Raise Hand  Yes  No

Drop down for additional emotions, including coffee mug and applause

Pointers

Lines and arrows

Highlighter and pencil

Eraser

Text tool

Draw shapes

Change font color
Instructor-led Workshop

**ANALYTICAL**
- Why?
- Prove It/ Numbers
- Mental Analysis
- Research
- Rational
- Executive Summary
- Facts

**CONCEPTUAL**
- What if?
- Metaphors / Pictures
- Imaginative
- Overview / summary
- Intuitive
- Visionary
- Ideas

**STRUCTURAL**
- How? When?
- Words/ Bullet Points
- Follows Plan/ Rules
- To Do List
- Predictable
- Clear Instructions
- Details

**SOCIAL**
- Who?
- Stories
- Teamwork
- Build rapport
- Relational
- Brainstorm
- People

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**Expressiveness**
- Introspective
- Opportunity to reflect
- Processes out loud
- Opportunity to speak

**Assertiveness**
- Ideas as questions
- Invites consensus
- Ideas as statements
- Drives discussion

**Flexibility**
- Stay on task
- Be accurate
- Include all ideas
- Able to change
Emergenetics® What’s Next?

Access the Emergenetics Portal for IHS Markit Colleagues - Click here.

After you attend the workshop, continue your Emergenetics learning by tapping into the additional resources section of the portal.

There you will find articles, podcasts and pdf’s on the following content:
- Forget What You Say, It’s How You Say It
- It Takes All Kinds of Brains to Make a Perfect Team
- Tape Into Your Personal Success Factors for a More Rewarding Career

Remember to install the Emergenetics+ mobile app where you will be able to:
- Build high performing teams
- Access side-by-side profile comparisons
- Receive personal communication tips
- Learn tailored interaction strategies
- Gain greater self awareness
- Find the right person for any problem or situation

Visit the Emergenetics Blog and download Job Aids to improve your understanding of Emergenetics, yourself and your colleagues.
- Thinking Attributes
- Behavior Attributes
- Brainwork Made Easy!
- Leadership for All Attributes
- Mindful Meetings
- Thinking and Behaving Taglines
- Recognition for All Attributes
- Recognize Thinking and Behavior Tendencies in Others
- Relating to Others