

## BASIC PROFESSIONAL BEHAVIORS

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*Self-assessment.*

*Rank the eight behaviors from easiest (1) to most difficult (8).*

Professional behaviors	Easiest (1) to most difficult (8)
<p><b>Showing Respect:</b> Treating everyone with the same respect. Having an inclusive mindset regardless of differences in personality etc. Assuming others are doing their best.</p>	
<p><b>Showing Humility:</b> Being humble and respectful of the work and decisions made in the organization before you. Being receptive to the opinions of others—and less defensive of your own.</p>	
<p><b>Showing Interest in Others:</b> Using people’s names, giving a helping hand, showing interest, etc. Being kind without expectation or assurance of getting anything in return.</p>	
<p><b>Socializing:</b> Participating in social activities. Seeking out social and informal interactions, so you and your colleagues can get to know each other.</p>	
<p><b>Seeking the Positive:</b> Seeking or having a channel open to other people, things, and accomplishments to enjoy, admire, be grateful for, take pleasure in, or feel elevated by.</p>	
<p><b>Expressing Appreciation:</b> Expressing appreciation when you feel it. Letting others know when they do something you appreciate.</p>	
<p><b>Having Fun:</b> Having fun at work. Bringing humor to work. Laughing with people and finding enjoyment together.</p>	
<p><b>Being Open to Change:</b> Accepting that there will be changes and that you will routinely need to unlearn and relearn. Being open-minded and embracing change.</p>	

## REFLECTION

How can you best make use of those behaviors that come easy to you?

What can you do to improve on those behaviors you find difficult?"