

R. Brown Bulletin Hand-Out ~ January 8, 2017

	<u>Task-Oriented Person</u>	<u>Relationship Oriented Person</u>
Dress	More Formal	More Casual
<i>Tone of Speech</i>	<i>Some Inflection</i>	<i>Much Inflection</i>
Topics of Speech	Current issues & tasks at hand	People, stories & anecdotes
<i>Use of hands & arms</i>	<i>Limited gestures & closed hands</i>	<i>Frequent gestures & open hands</i>
Body Posture	More rigid	More relaxed
<i>Facial Expressions</i>	<i>More controlled</i>	<i>More animated</i>
General attitude	More toward the serious side	More toward the playful side
<i>When first meeting others</i>	<i>Tends to be more reserved</i>	<i>Tends to be more outgoing</i>
Emotions	Tends to hide them, to be controlled and guarded	Tends to share them, to be more open and less guarded
<i>General knowledge</i>	<i>Filled with lots of facts and data, tend to make more specific statements</i>	<i>Filled with lots of opinions and stories, tends to make more general statements</i>
Small talk	Tends to be less interested	Tends to be more interested
<i>Jokes and stories</i>	<i>Tends to be less interested</i>	<i>Tends to be more interested</i>
Decision-making	Based on facts more than feelings	Based on feelings more than facts
<i>Use of time</i>	<i>More disciplined and less flexible</i>	<i>More flexible and less disciplined</i>
Supervision	Appreciates supervision that gives goals and objectives	Appreciates supervision that is concerned about me as a person
<i>General attitude about rules</i>	<i>Leans more toward the "letter of the law," more strict and disciplined</i>	<i>Leans more toward the "spirit of the law," more permissive and fluid</i>
Nonverbal behavior	Tends to be slow in giving it	Tends to be immediate in feedback
<i>Sharing opinions</i>	<i>More restrained, guarded Cautious and precise</i>	<i>More impulsive, forceful and general</i>
Relationship to others	Tends to be a little hard to get to know, tends to keep distance	Tends to be very easy to get to know, tends to seek the attention of others

	<u>Asker Person</u>	<u>Teller Person</u>
General behavior style	Less assertive, more introverted	More assertive, more extraverted
<i>Outward priority</i>	<i>Flight</i>	<i>Fight</i>
Response to pressure		
Driving emotion and motivation under stress	Fear	Anger
<i>Speech in general</i>	<i>Silent, communicates hesitantly, lower quantity</i>	<i>Talkative, communicates readily, higher quantity</i>
Pace and quality of speech	Slower, fewer and more tentative statements	Faster, greater and more emphatic statements
<i>Volume of speech</i>	<i>Softer and with little variation in vocal intonation</i>	<i>Louder and emphasizes points through challenging intonation</i>
Questions	Tends to be for clarification, support, information	Tends to be rhetorical to emphasize points, challenge, information
<i>General body movement and use of hands</i>	<i>Slow and deliberate, soft handshake, relaxed or cupped</i>	<i>Fast, rapid, firm handshake, pointing at others</i>
Body posture	Leans back while talking or making request or stating an opinion	Leans forward while talking especially when making a request or giving an opinion
<i>Eye contact</i>	<i>Indirect, inconsistent, less intense</i>	<i>Direct, consistent, more intense</i>
Opinions	More tentative and less forceful, reserves opinions	More emphatic and forceful, shares opinions
<i>Confrontation</i>	<i>Less confrontive or aggressive</i>	<i>More confrontive, aggressive</i>
Meeting people	Tends to let others take the initiative, avoids imposing on others	Tends to personally take the initiative, makes presence known
<i>Decisions</i>	<i>Decides less quickly, will not pressure others for decisions</i>	<i>Decides more quickly, will press others for decisions</i>
Risk	Does not like to take chances, likes the old and familiar	Likes to take chances, likes to try the new and different
<i>First impression</i>	<i>Likeable, shy</i>	<i>Overwhelming, outspoken</i>
Response in group	Go-along attitude, supportive	Take-charge attitude, directive
<i>Power</i>	<i>Tends to avoid use of power if at all possible</i>	<i>Tends to use both personal and positional power</i>
When others talk	Listens carefully	Has difficulty listening