Complimentary Downloadable Executive Presence Team Scorecard

From Corporate Class Inc.

CORPORATE
CLASS INC.

EXECUTIVE PRESENCE

www.corporateclassinc.com

Complimentary Downloadable Executive Presence Team Scorecard

Put your team to the test across 10-key Executive Presence categories

T his brief quiz is designed to reveal the current standard of EP within your organization.

It may give you a surprising perspective on how the nuances of daily behavior come together to project EP to clients and stakeholders, your competition, and within your organization.

10-key Executive Presence categories:

- ◆ Authentic Executive Presence and First Impressions
- ◆ Corporate Goals and Branding
- ◆ Presentation Skills
- ◆ Body Language and Micro-facial Expressions
- ◆ How to Work a Room at networking events
- ◆ Virtual Communications
- ◆ Office Politics
- ◆ Running Effective Meetings
- ◆ Professional Appearance
- ◆ Executive Dining

Tabulate your team's score and check for results, see page three.

Rate your team across 10 categories with 10 as the highest score and 1 as the lowest.
Tabulate your team's score and check below for results.

	10	9	8	7	6	5	4	3	2	1	
1. Authentic Executive Presence and First Impressions Team members consistently project authentic EP to create positive First Impressions											Some team members are not clear about what EP means and why it's critical; many are not aware of the First Impressions they create and how to leverage their presence when meeting people
2. Corporate Goals and Branding Team members communicate the essence of the corporate brand and consistently convey EP											Because of their lack of EP, team members fail to communicate the essence of the corporate brand
3. Presentation Skills Team members successfully make presentations and positively influence outcomes at every category of meeting, regardless of the audience – clients, colleagues and peers, senior executives and C-Suite											Some team members are not at ease making presentations or able to deliver on-point messages creatively – whether speaking to groups, one-on-one, or at meetings
4. Body Language Team members excel at Body Language and are skilled at reading nonverbal signals to connect and build rapport											Some team members do not know enough about Body Language and to read nonverbal signals, or connect and build rapport using nonverbal intelligence
5. How to Work a Room Team members are experts at Working a Room to maximize networking opportunities; they are adept at making connections and building relationships											Some team members lack the skills to effectively mingle, make connections and build relationships at business networking events
6. Virtual Communications Team members are proficient at communicating effectively and appropriately across all virtual platforms from managing the complexities of social media to emails, text messages and video conferences											Some team members are not sure of the most appropriate and efficient techniques to achieve solid connections across all virtual or techno-communication channels from social media platforms to voice mail, email and video conferences
7. Office Politics Team members understand and effectively utilize their own personal Leadership and Negotiating Styles to advance interpersonal corporate relations											Some team members lack the requisite awareness of their own Leadership and Negotiating Styles, fundamental to fostering effective interpersonal corporate relations
8. Running Effective Meetings Team members are skilled at chairing productive meetings – from small groups to formal boardroom settings											Some team members are not trained in the procedures required to chair productive meetings
9. Professional Appearance Team members consistently project a Professional Appearance; they recognize that both their apparel and grooming are powerful, nonverbal communicators											Some team members are not aware that a consistently Professional Appearance is mandatory and reflects their professional commitment
10. Executive Dining Team members recognize that Executive Dining Skills are pivotal to relationship building in every business social situation; they are confidant and poised as both Host and Guest, anywhere and with anyone											Some team members lack experience at business meals and are not aware of the differing roles of Host and Guest; many do not understand that protocols vary according to events – business meals with clients or senior executives, charitable dinners, golf tournaments, formal occasions

SCORE RESULTS

90-100 Excellent!
This high score indicates a cohesive working relationship among team members. Given this high-potential group of people, Leadership Presence Training is the next step to enhance your entire team's personal performance within the framework of your organization.

75-89 Well done!
Your team is on its way to projecting EP. However, no team can ever be too experienced to benefit from focused training that reinforces your corporate brand. We know high-potentials respond to EP training with heightened drive; they are motivated to achieve greater performance through enhanced skills.

60-74 Congratulations!
Your team is well on its way to achieving EP. The foundation is there. Do the team's EP skills dovetail with your expectations? Are there high-potentials who could benefit from focused training? Does the entire team operate in synchrony? Clearly, you see the importance of EP. The next step is Executive Presence training.

45-59 Not the result you were expecting?
Our role is mentoring your leaders, key management and up-and-comers with customized EP training that aligns academic and technical expertise with individual, professional potential. Our diverse range of clients shares a singular mindset: the importance of training from C-Suite, senior and middle management to new professionals and entry-level recruits.