

DISC Practitioner Certification Training Overview

Welcome to the PeopleSmart World DISC Certification in the PeopleSmart Method™ (a DISC *PeopleSmart Interpretation METHOD™* Trainer prerequisite.) The following is an outline and overview of the training process.

TRAINING - Resources and Requirements

- Your own **DISCovering Me - DISC for Self Report**.
- **4 DISC Reports (link)** to practice administering and interpreting at least two DISC reports with other people.

Requirements for Practitioner Certification: **All assignments may be submitted in written, audio and/or video formats.*

- Read all required materials.
- Watch and listen to all required audios and videos.
- Complete the **Keys to Understanding DISC** interactive Quiz with a score of at least 80%.
- Debrief two individual's DISC reports and a Collaboration Report.
- Attend a Q&A's webinar and certification online interview.
- Submit the following assignments:
 - **DISC Graph Interpretation Debrief** – a description of how you would interpret an individual's DISC Profile Graph.
 - **DISC Practitioner Certification Insights** – what you have learned about yourself and others **All assignments may be submitted in written, audio and/or video formats.*

THE PROCESS – Links, login details and materials

Once we have received your training registration a link will be sent to your email for you to complete your online **DISC Report** questionnaire based on your answers in the focus of WORK. We will refer to this report throughout the training.

Here is a list of your training materials and resources:

1. DISC *PeopleSmart Interpretation Method™* DISC Interpretation **Training Manuals**.
2. DISC Interpretation **Study Guide**. Identifies key distinctions for successful interpretation.
3. DISC Collaboration **Debrief Guide**.
4. **Video** interview between Dr. Tony Alessandra and Carol Dysart on how to get the most accurate feedback out of any DISC profile and demonstrates the *PeopleSmart Interpretation Method™* for most effective DISC debriefs.
5. Keys to Understanding DISC online **Quiz**.
6. Dr. Tony's **LightSpeed Virtual Training Modules**.
7. How to complete the **Assignments** Overview.

And you will also need to attend a **Live Q&A call** with, Carol Dysart, Sandra Davis or a Certified DISC PeopleSmart Trainer.

TIME REQUIREMENTS

- Estimated study time is approximately 10 hours that includes:
 - Manual reading and study
 - Viewing the LightSpeed Virtual Modules
 - Completing exercises and questionnaires
 - Attending the Live Q&A call, and interview call
 - Completing assignments

WEBINAR – Training Q&A’S

After reviewing and/or studying all training materials, and practicing with your two practice links (send these links to individuals for them to take their DISC assessment, so that you can debrief their reports), you may register by sending us an email, for a **Live Q&A Webinar** so that our Trainer can offer support and answer any questions that come up for you during your study.

Please bring your DISC Graphs and the *Natural* and *External* Word Sketch pages to this call to make it easier to follow the interpretation comments made by the Trainer. This call will answer questions that you might have about DISC, how to interpret someone’s profile, applying DISC when coaching or about us!

For any Live Q&A session, you may want to consider and ask about any of the following:

- How to communicate to others what you have learned about your own profile
- How to help your clients understand their profile and/or its applications.
- Questions relating to the Manual, the Virtual Modules, the Study Guide or Questionnaire.
- How best to apply the tools available on our site.
- How to become...

VIRTUAL TRAINING – Modules 1 to 7 only

Prior to completing your certification assignments we recommend you review these Virtual Training Modules to deepen your understanding and aid you in retention of key DISC-tinctions. The modules include:

MODULE 1: [The Different DISC “Styles”](#)

1. What is Behavioral Style?
2. Introduction to The Platinum Rule®
3. The Four Primary DISC Styles

MODULE 2: [How to Identify Each DISC Style](#)

1. Identifying Guarded versus Open Behaviors
2. Identifying Direct versus Indirect Behaviors
3. Identifying Each of the Four DISC Styles

MODULE 3: [Describing the Four DISC Styles](#)

1. Introduction to the “D” Style
2. Introduction to the “I” Style
3. Introduction to the “S” Style
4. Introduction to the “C” Style
5. Summary of the DISC Styles

MODULE 4: [Adaptability with all Four DISC Styles](#)

1. What is Adaptability?
2. Adapting Your Pace
3. Adapting Your Priority
4. Adapting to the “D” Style
5. Adapting to the “I” Style
6. Adapting to the “S” Style
7. Adapting to the “C” Style
8. Summary on Adaptability

MODULE 5: [Building Effective Teams](#)

1. Building Effective Teams
2. How the Four Styles Interact in Group Settings

MODULE 6: [Leadership and the Four DISC Styles](#)

1. Position Power versus Personal Power
2. Communicating Effectively with each DISC Style
3. When You are the D Style and when they are the D Style
4. When You are the I Style and when they are the I Style
5. When You are the S Style and when they are the S Style
6. When You are the C Style and when they are the C Style
7. Helping each DISC Style Decide
8. Motivating each DISC style
9. Complimenting each DISC Style
10. Counseling each DISC Style
11. Correcting each DISC Style
12. Delegating to each DISC Style
13. Acknowledging each DISC Style

MODULE 7: [The Sales & Services Process](#)

FINAL CERTIFICATION ASSIGNMENTS

Following completion of your [Training Q&A Webinar](#) read your [Final Assignments Brief](#) that outlines important instructions on how to successfully complete your Practitioner Certification assignments.

Once your assignments have been emailed to your Certification Trainer, we will assess them and inform you by email if you have successfully passed. If further study seems to be required due to lack of comprehension or in-complete assignments, the Trainer will outline in writing, or arrange and interview time to recommend what it is you need to further focus on to pass. An additional training fee may be charged to cover this extra investment of time by the trainer in your professional development pathway.

Once certified, you will then receive your Certificate by mail. Having been certified through PeopleSmart World, you might want to advertise this.

The title to use is: **DISC Certified Practitioner** – *PeopleSmart Interpretation Method™*

And for those of you that have a website we are happy for you to use our logo, please send an email requesting it to Sandra at sadavis253@gmail.com

BENEFITS OF CONTINUING WITH US...

As a Certified PeopleSmart Licensee:

- You have your own branded, Private Label Site from which to provide assessments at retail and you are billed monthly at the lowest wholesale prices and receive private coaching by Carol Dysart, DISC Master, along with the ability to apply Carol and Sandra's Intellectual Property – debrief guides, training resources, methodologies and more.
- Your credibility increases and people call on you to share people-reading skills through talks, seminars, webinars, etc. You find it easy to advise CEO's and other leaders in how to get the most - and the best - from their teams.
- You can lead live or on-line classes in DISC literacy, and *DISCovering Me™* curriculum... using materials developed and provided by PeopleSmart Enterprises.
- You get to leverage your time and resources and can create a substantial profit center as a PeopleSmart Enterprises' Licensee and Consultant, using the Fitness and Benchmarking features to help business owners know maximize productivity by choosing the right people for their teams.

For questions and registration for the PeopleSmart Train the Trainer program please email Sandra at sadavis253@gmail.com

CHECKLIST FOR STUDYING

Print out and use the following checklist while studying. It outlines the training process in sequential order of what information has been received, what must be emailed and what must be completed, for you to pass your certification.

- I have access to all my training materials.
- I have emailed the PSW Trainer requesting a link be sent to me for taking my DISC assessment.
- I have received by email my practice report link for giving to at least two people to complete an online DISC assessment.
- I have read the training Overview to familiarise myself with the overall training process.
- I have read the training Manual and written down any information I do not understand.
- I have completed the self-paced Study Guide for proof of understanding of what it is I have studied.
- I have watched Dr. Tony's online Virtual Training modules.
- I have listened to the interviews with Carol Dysart and Dr. Tony Alessandra – Answers to most frequently asked questions and understanding your DISC Graphs and Word Sketches.
- I have completed the online study Quiz and gained an 80% or more pass score.
- I have debriefed individuals that have completed the two practice profile reports and written down any concerns or questions I have from these debrief sessions including debriefing them on their Collaboration Report using the Collaboration Report Debrief Guide.
- I have attended the Q&A Webinar with a PSW Trainer.
- I have completed the two DISC assignments and emailed them to the PSW Trainer:
 - DISC Graph Interpretation Debrief (300 – 500 words).
 - DISC Practitioner Certification Insights.
- I have passed my certification and received my PSW certificate.