

date

company

address

title forename

surname

tel

mobile

email

How to complete the PPA+:

1. Think of yourself in your work situation.
2. Examine one line of four words at a time.
3. In each line select the word that **Most** describes you in the work situation and place an **M** in the box to the right of the word.
4. Choose a word from each line which **Least** describes you in the work situation and place an **L** in the box to the right of that word.
5. Each completed line must contain one **M** and one **L**.
6. Your first thought is probably the right one.
7. The exercise should take about 8 minutes to complete, without interruption and preferably in isolation.

example	kind <input type="checkbox"/> L	admirable <input type="checkbox"/>	resigned <input type="checkbox"/>	force-of-character <input type="checkbox"/> M
1	kind warm-hearted	admirable worthy of praise	resigned accepts what is unavoidable	force-of-character determined to get results
2	animated energetic, lively	well-disciplined self-controlled, orderly	persistent keep trying	generous happy to share
3	modest humble	authoritative domineering, commanding	contented relaxed, satisfied	cheerful smiling, pleasant
4	conventional traditional, routine	gentle mild, quiet	insistent doesn't allow refusal	playful full of fun
5	life-of-the-party high-spirited, fun-loving	fussy concerned about detail	confrontational likes to argue	soft-touch can be taken advantage of
6	frank completely honest	compassionate cares about people	expressive passionate when speaking	careful cautious, diligent
7	adaptable will consider alternatives	supportive helps others	driven ambitious, motivated	engaging good speaker
8	inquisitive curious, interested	inspiring encourages others with actions	helpful cooperates with others	conscientious hard-working
9	enthusiastic eager, passionate	dependable reliable, responsible	decisive ready to make decisions	analytical thorough problem solver
10	competitive likes to win	perfectionist striving for flawlessness	charming liked by people	tolerant accept others for what they are
11	sociable approachable, gregarious	patient will wait until the time is right	soft-spoken speak in a mild manner	self-reliant independent
12	networker makes contacts	entrepreneurial thinking and doing things differently	systematic methodical, organised	calm peaceful, composed
13	pioneering innovates, tries new things	optimistic always look on the bright side	accommodating unselfish, helpful	respectful polite, courteous
14	meticulous exact, fussy	persevering persistent, determined	lively cheerful, outgoing	trusting believes people are honest
15	thoughtful caring, compassionate	persuasive can get others to agree	logical rational, coherent	assertive not afraid to speak out
16	friendly companionable, kind	diplomatic tactful, polite	reflective contemplative, thoughtful	bold confident, unreserved
17	prudent diligent, sensible	comforting reassuring, encouraging	good-mixer sociable, chatty	risk-taker not afraid of potential dangers
18	upbeat positive, cheery	reasonable fair, impartial	detailed provides lots of information	direct straightforward, blunt
19	compliant obedient, unassuming	daring adventurous, brave	talkative likes to speak	obliging happy to help
20	firm strong-willed, steadfast	rational acts with good reason	understanding sympathetic to others	good-humoured cheerful, warm
21	jovial happy, jolly	even-tempered calm, relaxed	courageous brave, daring	precise meticulous, careful
22	convincing trustworthy, definitive	cautious careful to avoid risk	determined resolved, persistent	good-natured kind, considerate
23	companionable warm, compatible with others	accurate prefers to be factual and correct	outspoken frank, direct, honest	restrained reserved, self-controlled
24	fearless brave, intrepid	laid-back easy-going, peaceful	popular liked by others	wary sceptical, cautious

Thomas International Ltd
18 Oxford Road
Marlow,
Bucks,
SL7 2NL

t +44 (0)1628 470980
e info@thomas.co
www.thomas.co