Design Document

Training Title: Enneagram Personalities in the Office

Business Goal and Problem	A recent survey at Whitehouse Engineering revealed that employees are unhappy with their work relationships. It is evident that they are unaware of how their colleagues' personality traits influence their communication, information processing, and decision-making. Whitehouse Engineering aims to enhance employee relations by 20%. Employees have completed the Enneagram Personality Test provided by their employer and need guidance on interpreting the results. Understanding their colleagues' personalities will lead to more effective collaboration. A future workplace survey is anticipated to reflect a 20% increase in employee satisfaction.
Target Audience	The target audience is a group of highly educated male and female engineers at Whitehouse Engineering. They do not have any experience with the Enneagram Personality Test.
Learning Objectives	**Terminal LOs:** ● Identify Enneagram personality types based on a person's exhibited characteristics. ● Determine how different Enneagram personality types affect the work environment. ● Implement ways to work effectively with each personality type. **Enabling LOs:** ● Administer the Enneagram personality test and have access to results. ● Provide a list of characteristics for the personality types. ● Examine the results of the Enneagram personality test.
Training Recommendation	**Delivery Method:** ● E-Learning module developed in Articulate Storyline **Approach:** ● Scenario-based ● Three mini-scenarios ● Performance-based assessment
Training Time	14 minutes

Deliverables	● Storyboard including script
	● E-Learning course with voiceover
	    ○ Storyline source file (.story)
	    ○ Scorm zip files for LMS

Training Outline	**Welcome** **Navigation** **Learning Objectives** **Introduction** **Nine Enneagram Personality Types:** • **Type 1** ○ Traits: Perfectionistic, polite, thoughtful, and well-formulated, with incredible ethics ○ Ideal Environment: Clearly defined roles, well-planned deliverables, and a clear code of conduct ○ Well-Suited Careers: Engineering, healthcare, law ○ How to Work with Type 1s: Emphasize the positive work they've done and keep them informed about expectations • **Type 2** ○ Traits: Heart-centered, caring, supportive, excellent first-touch point for customer service ○ Ideal Environment: Collaborative, positive and friendly ○ Well-Suited Careers: Customer service, teaching, nursing, social work ○ How to Work with Type 2s: Provide lots of affirmation and positive feedback • **Type 3** ○ Traits: Straight-forward, focused, confident, hard-working ○ Ideal Environment: Fast-paced and competitive so they can rise to the top and be recognized for it ○ Well-Suited Careers: Marketing, justice, banking, entertainment ○ How to Work with Type 3s: Do not micromanage, they are quick to implement your plans, provide clear parameters, and trust them • **Type 4** ○ Traits: Intense, authentic, creative, introverted, and focused on finding ways to express their talent ○ Ideal Environment: A place where they can express themselves creatively ○ Well-Suited Careers: Hairstyling, photography, graphic design ○ How to Work with Type 4s: Understand and support them, connect with them in a meaningful and authentic way • **Type 5** ○ Traits: Brief, professional, objective, and reserved, excellent problem solvers ○ Ideal Environment: Quiet environment where they can work alone in an autonomous role ○ Well-Suited Careers: Science, engineering, programming, research ○ How to Work with Type 5s: Maintain boundaries, avoid last-minute changes, and don't interrupt their deep focus • **Type 6** ○ Traits: Inquisitive, witty, logical, considerate in communication, and excellent team players ○ Ideal Environment: Structured and supportive, with a collaborative team ○ Well-Suited Careers: Law enforcement, secretarial work, social work, armed forces ○ How to Work with Type 6s: Build a positive, harmonious, trustworthy work environment for them • **Type 7** ○ Traits: Fast-paced, visionary, confident, enthusiastic, may struggle with monotony and impulsiveness ○ Ideal Environment: Dynamic, ever-changing environment with a positive atmosphere ○ Well-Suited Careers: Marketing, public relations, campaign management

	- How to Work with Type 7s: Don't mistake their enthusiasm for commitment; confirm responsibilities in writing, not great in management positions but work well where you need a spark of energy
	- **Type 8**
	  - Traits: Authoritative, strategic, direct, and bold, want to leave a significant impact
	  - Ideal Environment: Work well in a competitive setting where they can leave a significant impact
	  - Well-Suited Careers: Executive, management, politics
	  - How to Work with Type 8s: Keep them informed so they can manage their workflow, do not tell them what to do, engage in conflict with them; don't back down
	- **Type 9**
	  - Traits: Affirming, supportive, diplomatic, and easy-going, providing stability and calmness
	  - Ideal Environment: Supportive, low-stress atmosphere with a collaborative team
	  - Well-Suited Careers: Teaching, social work, counseling
	  - How to Work with Type 9s: Allow them to play a supportive role rather than putting them in the limelight, and provide a predictive environment that is not too fast-paced
	
	**Assessment
	Summary
	Conclusion**

Assessment Plan	**Level 2 Assessment:** - Scenario-based, ungraded knowledge checks - Scenario-based quiz with five questions - The learner will have unlimited attempts to earn a passing score of 80%. **Level 3 Assessment:** - Administer a survey in two months to see if employee relationships have improved by 20%.