

### Self-Assessment 4-3: Proactivity

Using the scale below, indicate the extent to which each of the following statements describes you.

	Not at all like me	Not like me	Sounds like me	Sounds a lot like me
1. I am always looking for new opportunities.	1	2	3	4
2. I believe in leaving well enough alone.	1	2	3	4
3. Whenever I can, I take initiative in school or work projects.	1	2	3	4
4. I have a "can-do" approach.	1	2	3	4
5. I see change as an opportunity.	1	2	3	4
6. I focus on making things happen.	1	2	3	4
7. When I see that something works, I would rather leave it alone.	1	2	3	4
8. I like to advocate for others whenever I can.	1	2	3	4
9. Once I set my mind to do something, it gets done.	1	2	3	4
10. I see opportunity where many others see problems.	1	2	3	4
<b>Total</b>				_____

**Scoring Key:** Reverse score items number 2 and 7 (1 = 4, 2 = 3, 3 = 2, 4 = 1), then add up your scores for the 10 items. The possible scores range from 10 to 40. If you have scored between 40 and 30, you have many of the characteristics of proactive people; if your score is between 10 and 20, you are less proactive. Scores in the middle indicate a moderate amount of proactiveness. Review each of the items to identify areas of strength.