



## *W.E. Succeed At-a-Glance*

Four traits, each accompanied by six indicators, have been defined to guide the assessment and improvement efforts:

*Teamwork:* I will engage in teamwork by:

- Delegating and accepting responsibility, demonstrating leadership
- Adapting to change with flexibility
- Cooperating and working well with others, showing assertiveness when needed
- Showing a desire to improve, facilitating group self-evaluation of work
- Seeking and supporting consensus, and working to resolve conflict
- Celebrating successes of teammates and helping them remediate weaknesses

*Integrity:* I will act with integrity by:

- Interacting honestly in relationships with others
- Being honest about work created independently and by others
- Avoiding and reporting harmful or unethical behaviors
- Showing respect and being supportive in interactions with others (including those from different ethnic, cultural, economic, and gender groups)
- Demonstrating loyalty and trustworthiness to others and to the institution, keeping all appropriate confidences

*Productivity:* I will be productive by:

- Using time effectively; balancing work, studies, external responsibilities, and leisure
- Showing initiative and enthusiasm to exceed expectations
- Following directions; demonstrating self-discipline to meet deadlines and expectations
- Giving and receiving feedback willingly
- Requesting and using help willingly
- Showing dedication to hard work, success, accuracy, and excellence

*Professionalism:* I will demonstrate professional behavior by:

- Acting dependably, responsibly, and reliably
- Arriving punctually, ready to work
- Maintaining a neat and organized appearance and work environment
- Respecting my own property and the property of others
- Respecting and adhering to the chain of command, and following regulations