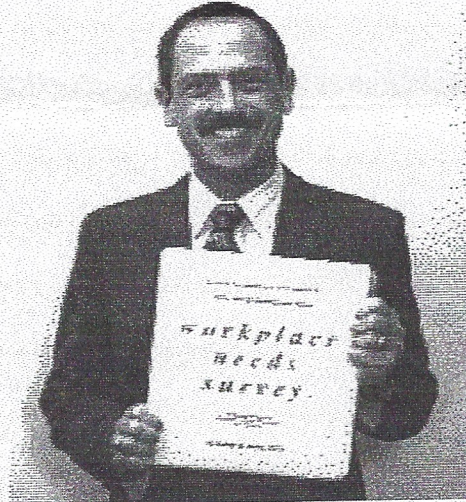


workplace needs survey © (1992)

IT'S HERE!!!

After months of programming and development, the *Workplace Needs Survey* is complete!

The *Workplace Needs Survey* is the first of the Basic Needs Assessment Series of computer software products developed by Dr. Jeffrey A. Mintz. It is an assessment of basic needs in the workplace and is now available from *IMD*.



Dr. Jeffrey A. Mintz

The survey looks at four elements of the way we behave in order to distinguish our needs at

the present time. The *Workplace Needs Survey* is based on the concept of the four basic needs described in Dr. William Glasser's book *Reality Therapy* published in 1965. The core of this concept is that, in addition to the need for survival, we all have four basic needs. They are the need for Belonging, Power & Recognition, Fun, and Freedom. Determining the strength of these needs in the workplace is essential.

WHY USE IT ?

- ___ TO HELP CLARIFY EMPLOYEE WANTS AND NEEDS
- ___ TO UNDERSTAND OTHERS BETTER
- ___ IMPROVE SUPERVISOR/EMPLOYEE RELATIONS
- ___ PROMOTE THE PRINCIPLES OF CONTROL THEORY
- ___ STIMULATE COMMUNICATION AND THINKING
- ___ EXCELLENT ASSESSMENT TOOL

FEATURES - BENEFITS

- | | |
|---|---|
| <input type="checkbox"/> UNLIMITED REPORTS | <input type="checkbox"/> EASY TO USE |
| <input type="checkbox"/> IBM COMPATIBLE | <input type="checkbox"/> UP TO 9 PAGES PER REPORT |
| <input type="checkbox"/> ACTION PLANNING PAGE | <input type="checkbox"/> ADMINISTRATORS GUIDE |
| <input type="checkbox"/> VISUAL NEEDS GRAPH | <input type="checkbox"/> PHONE SUPPORT |

----- ORDER FORM -----

C H A P T E R T W O

Theory and Research

Current Workplace Needs Survey theory traces its roots to Dr. William Glasser's book *Reality Therapy*, written in 1965. Glasser wrote about the basic needs which instruct us to find sufficient: (1) Belonging, (2) Power and Recognition, (3) Fun, and (4) Freedom. These are the four basic needs addressed in this survey. Although there are differences in all of us, most people have similar wants and have balance between them. Our behavior in generating ways to satisfy these needs is always purposeful. Dr. Glasser believes that it is the strength of our needs that leads to how we construct our quality world.

In conducting many Coaching & Counseling and Teambuilding sessions based on these needs, it is apparent how the needs become important in team make up, morale, and company mission. Evaluating these positive components in a corporate environment has yielded significant information that directly correlates to strong affiliation, empowerment of employees, enjoyment of work, and creative problem solving. Evaluating these components when they have a negative make up correlates to turnover, fear, secrecy, lack of enjoyment, loss of communication, and poor quality of product.

Accuracy and Validity

A study of the validity of the Workplace Needs Survey was recently completed by Dr. Jeffrey A. Mintz. In this study, participants were asked to evaluate the "perceived accuracy" of their own need profile, indicating their strongest need at the time of the survey. Ranges for low/ average/ high/ and very high were compiled by taking 2500 scores and placing them into categories based on frequency and comparison with participant evaluation.

INSTITUTE FOR MANAGEMENT DEVELOPMENT, INC.

Basic Needs Assessment Series

*w o r k p l a c e
n e e d s
s u r v e y. ©*

*Survey scoring instrument to accompany
Workplace Needs Survey® Professional Software*

(original)

by Jeffrey A. Mintz, Ed.D.

WORKPLACE NEEDS SURVEY ©

INSTRUCTIONS: Choose the answer that best and most closely fits your preference. Make an effort to choose only one answer, even if you only lean a little in that direction. Try to be as accurate as possible.

1. I like my job when...
 - a. I am able to work with a variety of people.
 - b. I am able to make a difference and have an impact.
 - c. there are many opportunities to have fun.
 - d. I determine the speed at which I work and have a great deal of freedom.

2. The type of supervisor I like best is one who...
 - a. allows me to work on my own with minimal supervision.
 - b. involves me in the supervisory process and forms a friendly relationship with me.
 - c. asks me for input and allows me to make decisions and take responsibility.
 - d. doesn't take everything seriously.

3. I feel motivated when...
 - a. the activity is fun and enjoyable.
 - b. I am able to do things independently.
 - c. team effort is needed.
 - d. I am given praise by my supervisor.

4. I am most satisfied with co-workers when...
 - a. I am elected group leader.
 - b. our work is fun.
 - c. I am able to be myself and speak my mind.
 - d. we are compatible and can work as a team.

5. I like projects that allow me to...
 - a. work closely with my co-workers.
 - b. be decisive and have the final say.
 - c. enjoy myself and hold my interest.
 - d. work independently at my own pace, with my own schedule.

6. Decision making is most satisfying when...
 - a. I am able to do so independently.
 - b. it is for the benefit of my co-workers.
 - c. it can make a difference.
 - d. it involves activities that I like or enjoy.

7. When co-worker opinions conflict with mine, I...
 - a. make jokes and try to lighten things up.
 - b. encourage them to express their opinions freely.
 - c. discuss it with them to prevent bad feelings and re-establish involvement.
 - d. help them to see my point of view.

8. Communication is most effective when...
 - a. I am able to have input and control the flow to some extent.
 - b. delivered with a sense of humor.
 - c. I can say what I want to say and am not confined.
 - d. it allows me to get closer and form meaningful relationships with others.

9. I especially enjoy staff meetings when...
 - a. positive involvement among all members is encouraged.
 - b. I am able to express my own opinions.
 - c. I am able to have fun.
 - d. I am free to talk if I want to or not talk if I don't.

10. The type of training sessions I like best...
 - a. allow me to sit where I want and leave when I want.
 - b. involve the audience on a personal level.
 - c. are ones in which I have some expertise and can share my knowledge.
 - d. have an instructor with a good sense of humor.

11. The type of goals I like to set for myself are ones that...
 - a. add enjoyable things to my schedule.
 - b. are adjustable as I see fit.
 - c. involve other people.
 - d. help me to get ahead and feel important.

12. I like repetitive tasks when...
 - a. I am able to become very efficient and effective.
 - b. they are easy and I have more time to enjoy myself.
 - c. I am able to perform them with my own style and at my own pace.
 - d. many people are required to perform them together.

13. The leisure activities that I like most involve...
 - a. spending time with family and friends.
 - b. games which are competitive.
 - c. laughing and humor.
 - d. little structure so I can do what I want.

14. Change is good in the workplace because...
 - a. it opens new doors.
 - b. it can bring people closer together.
 - c. I might be able to take charge and get things going.
 - d. it can bring out the sense of humor in people.

15. The way in which I most like to be described is...
 - a. an entertaining person.
 - b. an independent person.
 - c. a friendly person.
 - d. a competent person.

16. Working is best when...
 - a. I am recognized for my talents.
 - b. the atmosphere is lively.
 - c. I get to work alone and make my own decisions.
 - d. everyone is involved in the process.

17. The ideal work environment for me would be where...
 - a. we all work as a group.
 - b. I call the shots.
 - c. the work gets done without the pressure.
 - d. I do my job with no interference.

18. Working is a grind when...
 - a. I'm not allowed to make decisions on my own.
 - b. there is little interaction with others.
 - c. my ideas and skills are not recognized.
 - d. everyone is serious all the time.

19. Change is not good in the workplace if...
 - a. it will cause work to become boring.
 - b. more restrictions are put on me.
 - c. it causes me to be isolated from my fellow employees.
 - d. I get less power and lose some control.

20. I don't like confrontation in the workplace when...
 - a. it could cause me to lose some of my authority or influence.
 - b. it could take some of the fun out of work.
 - c. I have to watch what I say.
 - d. I could lose friends because of it.

IMD WORKPLACE NEEDS SURVEY ©

SCORING: For each question, put a check in the box that corresponds with your answer.
Add the checks in each column to find the column total.

SURVEY SCORE KEY

- 1. a. b. c. d.
- 2. b. c. d. a.
- 3. c. d. a. b.
- 4. d. a. b. c.
- 5. a. b. c. d.
- 6. b. c. d. a.
- 7. c. d. a. b.
- 8. d. a. b. c.
- 9. a. b. c. d.
- 10. b. c. d. a.
- 11. c. d. a. b.
- 12. d. a. b. c.
- 13. a. b. c. d.
- 14. b. c. d. a.
- 15. c. d. a. b.
- 16. d. a. b. c.
- 17. a. b. c. d.
- 18. b. c. d. a.
- 19. c. d. a. b.
- 20. d. a. b. c.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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TOTAL



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- Jean Seville Suffield
- Shruti Tekwani

July 8, 2018

Dear Sue Mintz:

I am writing to ask your permission to use Workplace Needs Survey created by your husband, Dr. Jeffrey Mintz. William Glasser International (WGI) will give credit to Dr Mintz as author and WGI will not charge a fee for anyone to use the instrument.

The Workplace Needs Survey is an assessment of basic needs in the workplace. It looks at four elements of the way we behave in order to distinguish our needs at the present time. It was based on the concept of the four basic needs described in Dr William Glasser's book, Reality Therapy, published in 1965.

This survey will be published on the WGI website (www.wglasserinternational.org) and may be distributed to those that wish to use it in the future.

Please complete and return this form to me at your earliest convenience. Thank you very much for your consideration.

Sincerely yours,

Dr Janet Morgan
WGI Research Coordinator

I do do not grant permission for my husband, Dr. Jeffrey Mintz's, work to be used for the purpose stated above.

Name Susan Lee Mintz widow
 Signature Susan Lee Mintz
 Date 7/23/2019

William Glasser International, Inc. * 4053 W. 183rd Street, #2666 * Country Club Hills, Illinois 60478 USA

esp on discussion - You know what you're doing!

Susan Mintz

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