

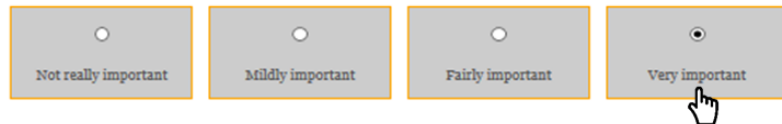
Instructions for Completing the Questionnaire

C) Help and Instructions for Completing Section 2 of the Questionnaire and Signing Off

In this section of the questionnaire there are 4 parts that must be completed. For every question there are 4 answers you can choose from by clicking the "radio button" (white circle in answer box)



OR by clicking the answer text



There are no right or wrong responses but you must select an answer for every question.

In part 1 we ask you to select how often you usually consider the possible impacts on other people when making decisions or deciding how to act. For each question in this area please choose from:

- Almost never
- Sometimes but not often
- Quite often
- Nearly always

Part 1: When deciding how to act

A) How often do considerations of the impacts on other people affect what you decide to do?



In parts 2 – 4 we ask you to rate how important a number of factors are to you in terms of your motivation, working relationships and your aspirations. For each question in these sections please choose from:

- Not really important
- Mildly important
- Fairly important
- Very important

Part 4: Motivational values

When considering how you will achieve your objectives, please rate how important each of the following are in motivating you.

A) Colleagues' drive and work ethics



L) Having the freedom to choose how I arrange my work



All questions in all parts of section 2 must be answered before you can save (submit) your responses.

If you close your browser before completing and submitting you will have to re-enter your answers when you log in again.

SUBMIT

If you click the SUBMIT button but have missed out an answer (or answers), an expanded box will appear below the question(s) that still require answering.

K) Having someone available to check my work to help me improve and avoid making mistakes



After all questions have been completed and the SUBMIT button has been clicked all responses will be saved and a final 'sign-off' page will then appear.

The sign off page is a data protection (GDPR) requirement. You must confirm your consent to allow us to process the information you have entered (by clicking the final SUBMIT button). When you do so you will be emailed a link to your "Feedback Report". **IF you exit the sign-off page before clicking SUBMIT no reports will be generated.**