



PERSONAL USER'S MANUAL GUIDE EXERCISE

We all have “operating systems.” Both as leaders and followers, it’s helpful for others to know our “user’s manual”.

Answer the following questions and share with a partner and/or your team:

- 1 WHAT GIVES YOU ENERGY AND WHAT DEPLETES YOU?**
- 2 WHAT'S THE BEST WAY FOR PEOPLE TO COMMUNICATE WITH YOU?**
- 3 WHAT ARE YOUR PET PEEVES?**
- 4 WHAT DO PEOPLE MISUNDERSTAND ABOUT YOU?**

Based on the book *How to be Less Annoyed and Annoying at Work*, Abby Falik, Global Citizen. Original idea from Ivar Kroghrud, Norwegian Entrepreneur