

# SKILLSCOPE<sup>®</sup>

## Assessing Core Skills for Success



Center for  
Creative  
Leadership<sup>®</sup>

### What is SKILLSCOPE?

SKILLSCOPE is a 360-degree assessment that provides individuals with straightforward, practical feedback on job-related skills necessary for effectiveness in a management role. SKILLSCOPE's simplicity also makes it an ideal first step for organizations that are new to the 360-degree assessment process.

SKILLSCOPE can be used with supervisors and managers, as well as individual contributors. It is designed to be easy to complete and simple to interpret. Participants and raters complete a 98-item checklist organized into fifteen competencies, using a strength/development need format, rather than a numerical rating scale. SKILLSCOPE presents feedback data in a straightforward, graphic format.

### Results

- SKILLSCOPE provides insightful feedback on job-related strengths and weaknesses
- Feedback is provided in a clear, graphic format, enabling participants to quickly assess strengths and development needs
- Participants receive a workbook-style Development Planning Guide, which helps them analyze their feedback report, identify developmental needs and set an action plan for long-term development

### How to Use SKILLSCOPE

- For individual assessment, coaching and planning
- In a workshop setting for groups
- As a cornerstone of a larger-scale leadership development program

### What SKILLSCOPE Measures

SKILLSCOPE provides individuals with insightful, valuable feedback on 15 job-related skills — critical information that can help managers be more successful.

Information Skills	Decision-Making	Interpersonal Skills	Personal Resources	Effective Use of Self
<ul style="list-style-type: none"><li>• Getting information, making sense of it; problem identification</li><li>• Communicating information, ideas</li></ul>	<ul style="list-style-type: none"><li>• Taking action, making decisions, following through</li><li>• Risk-taking, innovation</li><li>• Administrative/organizational ability</li><li>• Managing conflict; negotiation</li></ul>	<ul style="list-style-type: none"><li>• Relationships</li><li>• Selecting, developing, accepting people</li><li>• Influencing, leadership, power</li><li>• Openness to influence; flexibility</li></ul>	<ul style="list-style-type: none"><li>• Knowledge of job, business</li><li>• Energy, drive, ambition</li></ul>	<ul style="list-style-type: none"><li>• Time management</li><li>• Coping with pressure, adversity; integrity</li><li>• Self-management, Self-insight, Self-development</li></ul>

### The World's Most Widely Used Leadership Assessments

CCL pioneered the use of assessments and feedback in leadership development decades ago. Since then, millions of users from thousands of organizations have relied on CCL assessments to produce valid, reliable and actionable results.

## Special Features

- Based on research designed to capture managers' work as it really is
- Designed to collect feedback from bosses, peers and direct reports
- Short – takes 20-30 minutes to complete
- Internet-based administration and data collection
- Graphic report format without rater breakout makes SKILLSCOPE feedback straightforward and easy to understand
- Provide ratings for importance, strengths and development needed
- Development Planning Guide helps participants focus feedback and develop a strategy for change
- *FYI For Your Improvement™* Translator available to help participants identify development remedies
- Group profiles available to identify overall strengths and development needs

## Facilitator Certification

SKILLSCOPE is designed to be easy to interpret and facilitate, and as a result does not require that facilitators attend CCL's certification workshop. Instead, they are required to complete a written qualification process. If you would like a more thorough orientation to SKILLSCOPE, optional train-the-facilitator workshops are available through CCL.

The Facilitator Qualification form can be completed and submitted online at [www.ccl.org/qualificationform](http://www.ccl.org/qualificationform). The form may also be downloaded and returned as indicated on the form.

## Pricing

**\$160 per participant** (quantity discounts available)

Pricing includes:

- All surveys for participants and raters
- Online status for administrators and participants
- Scoring of assessment
- Printed feedback report (two copies)
- Development Planning Guide
- Facilitator's Guide (provided with first order)

## Effective for the Global Workplace

SKILLSCOPE is available in the following languages:

- Dutch
- French
- German
- Italian
- Simplified Chinese
- Spanish
- UK English
- US English

## Customized Services

To support and strengthen the impact of your SKILLSCOPE initiative, we offer a range of services, including:

- Project planning and design
- Orientation briefing
- Facilitator training
- Impact evaluation
- Development planning workshop
- Group profile analysis
- Feedback Facilitation Workshop

## Product Support

All CCL Assessments are supported by our knowledgeable and accessible product specialists. If you need assistance defining objectives, selecting an assessment, training facilitators, administering and interpreting data or development planning, CCL has the resources to assure that your assessment initiative will be effective and efficient.



## How to Order

To order SKILLSCOPE or to learn more about how CCL can support you through the entire process, email [info@ccl.org](mailto:info@ccl.org) or call +1 800 780 1031.

[www.ccl.org/skillscope](http://www.ccl.org/skillscope)

