



Getting Started

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Log In



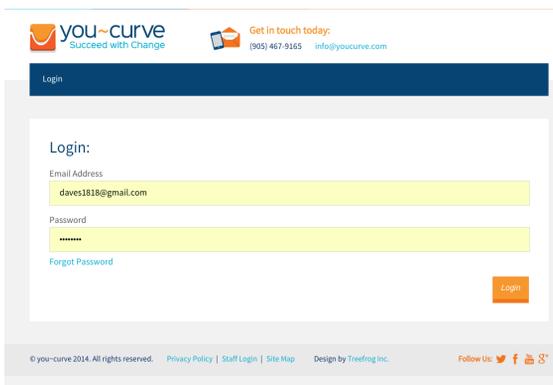
1. Go to www.you-curve.com
2. Click on the Client Login button in the top right corner



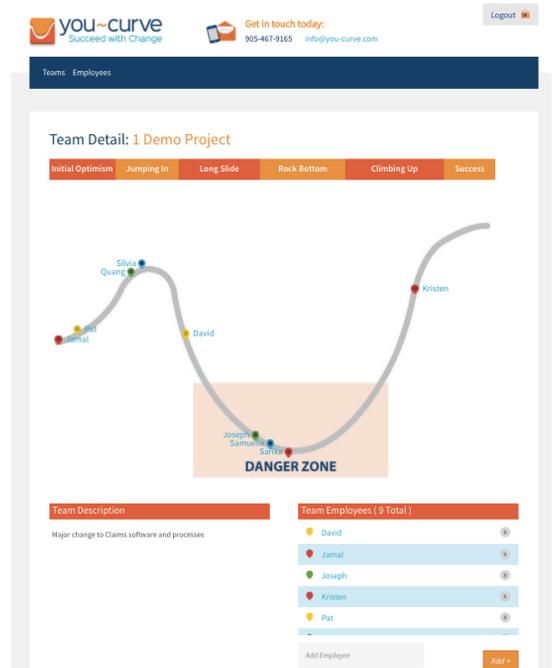
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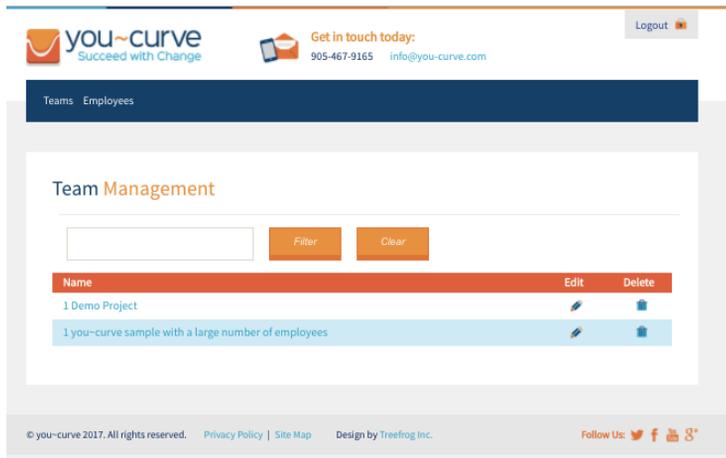
3. The log in screen will appear. Enter your email and password and click “Login”.



4. The Team Detail screen will appear with your team members on the you-curve.



The Team Management Page

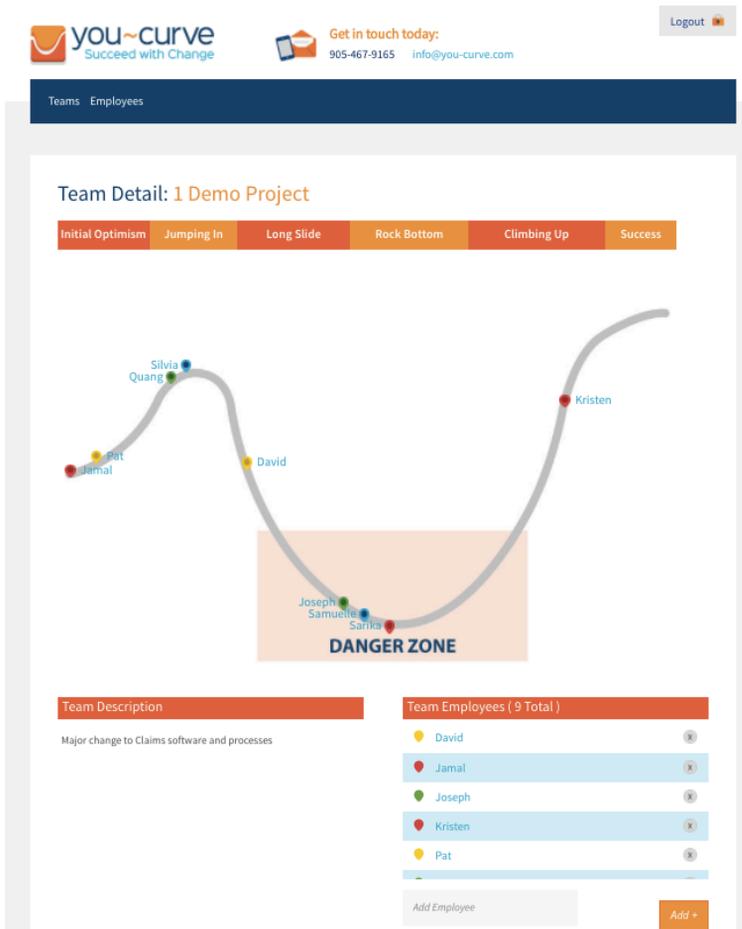


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- From this page you can edit the description of a Team, add or delete a Team.
- Click on a Team in the Team list to view your team on the you-curve of this Team.
 - You may have more than one Team in the list if you have team members on different Teams
- By clicking on the name of the Team, the Team detail screen will appear with your team plotted on the you-curve.

Team Detail Page



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- Each of your team members is shown with their behavioural “colour” type and where they are on the you-curve
- Move the mouse over on any of the stages along the top to get an overview of each stage.
- Click on any of the employee names along the you-curve or in the Team Employees box to go to the Coaching Report screen

The Coaching Report Page – Tips to Remember

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Logout

Teams Employees

Coaching Report: Sarika

Back to 1 Demo Project

Coaching Report | Stage Assessments

Style: Red | Stage: Rock Bottom

Recommended Actions

- Acknowledge their frustration and feelings you observe
- Set boundaries for objections do not let them make personal attacks
- Give them an assignment they can have control over
- More...

Emphasize

- Focus them on the issue not a person
- Emphasize there is no going back. Forward is the only option
- Get them focused on thinking differently to find a solution
- More...

Phrases & Questions to Use

- "Let's sit down and work out what can be done and by when to get things moving again."
- "Your expertise and influence can help get us past this. What suggestions do you have?"
- "I can see you are frustrated and angry about this"
- More...

Things to Remember

- Maintaining morale will keep them from getting "stuck" at Rock Bottom or totally disengaging
- Have a strong personality and can be a key influencer among the team



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- There are two tabs on this page
 - A Coaching Report tab and
 - Stage Assessment tab
- Click on the tabs to go to each of these
- At the top of the Coaching Report are the Recommended Actions, Emphasize, Phrases & Questions to Use and Things to Remember.
- These are the coaching tips to remember for this person at this point in the you-curve

The Coaching Report Page – Making notes



Phrases & Questions to Use

- "Let's sit down and work out what can be done and by when to get things moving again."
- "Your expertise and influence can help get us past this. What suggestions do you have?"
- "I can see you are frustrated and angry about this"
- [More...](#)

Things to Remember

- Maintaining morale will keep them from getting "stuck" at Rock Bottom or totally disengaging
- Have a strong personality and can be a key influencer among the team
- Can be opinionated and strong willed
- Thrive on being independent with clear goals and do not like close supervision
- Like to be in control
- [More...](#)

Danger Zone

- This is when success is most at risk
- Increase personal contact both at the group and one to one level
- Be genuine; don't pretend everything is ok



Notes/History

Date	Notes	Stage	View	Edit	Delete
2017-02-16 15:17:15	This is note one	Jumping in / Blue	View		

Add new note...

[Add Note+](#)

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- The bottom of the page has a Notes/ History section to make notes for each coaching session you have with an employee. These are saved and you can refer back to them if needed
- Enter you note and then click on the Add Note+ button to save it
- Each note you save records the date, stage and colour of the employee when the note was saved.

The Stage Assessment Tab

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Teams Employees

Stage Assessments: Sarika

Back to 1 Demo Project

Coaching Reports Stage Assessments

Red Rock Bottom Save

Colour Description

Behaviours	Power	People
<ul style="list-style-type: none">AggressiveMight leave the organization/encourage others toLeading the mutiny	<ul style="list-style-type: none">ForcefulMust have the last wordLikes to be in controlCompetitiveSays whatever is on his/her mind	<ul style="list-style-type: none">ConvincingSelf assuredWields high level of influenceExpressive

Pace	Procedures	Motivators	Fears
<ul style="list-style-type: none">IntenseFast pacedAlways on the goPerceptiveFidgety	<ul style="list-style-type: none">IndependentFocusedStrong-WilledObstinateDefiant	<ul style="list-style-type: none">Results orientedFreedom from controlPublic acknowledgement for own ideasDirecting their own activities/workOpportunities to prove their pointSeeing the whole story - contextProblem solving on their ownCompetition/ winning	<ul style="list-style-type: none">Failure

Stage Description

Feel	See	Hear
<ul style="list-style-type: none">People	<ul style="list-style-type: none">Disillusionment	<ul style="list-style-type: none">Hard at work - redesigning processes, system,This makes no sense

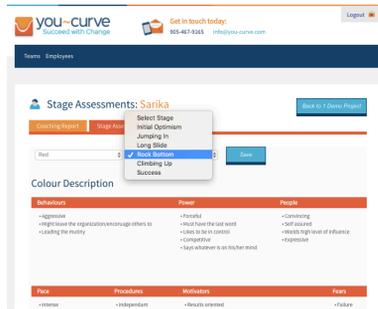
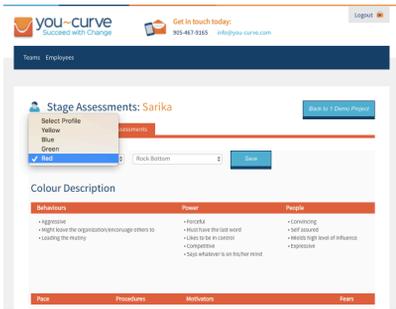


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- To go to the Stage Assessment tab click on the tab
- The Stage Assessment tab will appear
- There are several sections
 - The Assessment ratings drop down menus
 - Colour Description section and the
 - Stage Description section

The Stage Assessment Ratings

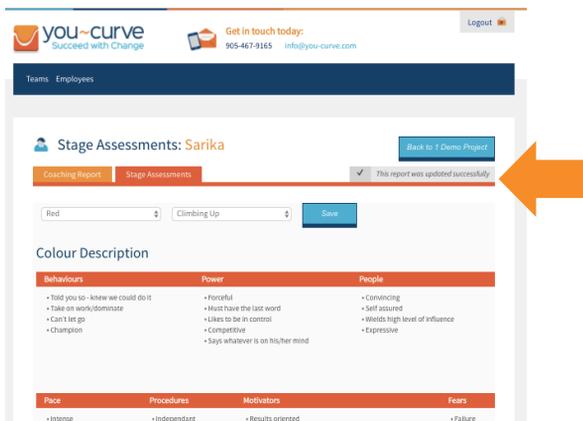


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- Click on either the colour or stage drop down menus to change the ratings for an employee
- The Colour and Stage Descriptions will change automatically after your selection
- Review these descriptions to ensure the correct ratings for the employee have been selected
- Click the save button to save the new selection
- **NOTE: The Saved Report prompt will appear to indicate the changes have been saved**

- Click the Back to Team button to view the changes on the curve



Stage Assessment Colour Description



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Teams Employees

Stage Assessments: Quang

Coaching Report Stage Assessments

Green Jumping In Save

Colour Description

Behaviours	Power	People
<ul style="list-style-type: none">• Avoid providing input – even when asked• Still avoiding actions they might be required to take (training, behaviour change) until the last minute• Feeling panicked• Listening to other's stories and ideas – taking it all in	<ul style="list-style-type: none">• Shy• Defers to higher authority/ position• Cautious• Risk averse• Low Key	<ul style="list-style-type: none">• Does not like the spotlight• Keeps to themselves• Distant• A thinker• Serious• Focuses on the facts

Pace	Procedures	Motivators	Fears
<ul style="list-style-type: none">• Like routine• Measured• Dependable• Listener vs talker• Considerate• Does not give up easily• Methodical	<ul style="list-style-type: none">• Frets about things• Formal• Courteous• Wary• Accommodating	<ul style="list-style-type: none">• Loyalty• Predictability• Familiarity• Cohesive work team• Consistent priorities	<ul style="list-style-type: none">• Conflict• Insecurity• Exclusion

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- The Colour Description section provides information about the type or “colour” of a person
- The description provides information regarding
 - Behaviours
 - Power
 - People
 - Pace
 - Procedures
 - Motivators and
 - Fears
- Review all of these to evaluate how well the description matches the employee

Stage Assessment Stage Description

Stage Description			
	Feel	See	Hear
People In The Org	<ul style="list-style-type: none"> • Beginning to understand the high level implications of the change i.e. more efficient, higher level of work skills etc. • WIFM – want to know how it will impact me???? • Heighten sense of optimism with some anxiety or fear • Desire to get on with it • May realize gaps in skill sets to do some of the work as the scope gets flushed out 	<ul style="list-style-type: none"> • Resource selection of the "Chosen few" • Begin the work – developing the detailed plan • Peers complain they are saddled with extra work 	<ul style="list-style-type: none"> • Stories about the best and the worst that will happen increase in size and frequency
Sponsor	<ul style="list-style-type: none"> • Excited to get things started • Energized to see things starting to happen 	<ul style="list-style-type: none"> • Adjusting to new reporting activities and time commitments • Checking on progress and timelines • Working with their peers to ensure initiative remains a priority for the organization 	<ul style="list-style-type: none"> • Reinforce the positive benefits – WIFM • Speaking to questions and initial challenges • Communicating initial accomplishments & milestones • Lots of information on the logistics of "How it will happen"
Team	<ul style="list-style-type: none"> • Motivated – let's get on with it – want to see progress • Future focused – when are we going to start and move forward • Very engaged – feeling involved, energized and have access to information and believe they have an ability to influence 	<ul style="list-style-type: none"> • Still planning – finalizing the plan • Double checking and making changes and adjustments 	<ul style="list-style-type: none"> • Let's get going • There is a lot of work ahead

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- The Stage Description section provides a rich description of the organizational situation through 3 “lenses” or stakeholders’ perspectives
 - People
 - Sponsors (Leaders)
 - Team Team
- Each stakeholder description is provided in three ways
 - Feel
 - See
 - Hear
- Match the description with the actual situation in the organization to determine which stage best fits your employee.