



# Sova 360 report

## Sova Sample

25/03/2021

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Welcome to the Sova 360

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This information is designed to give you information about how to read and interpret your report, so you get the most out of it.

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This shows the means scores from different reviewer perspectives including yourself, your manager, and others you have invited to review your performance at work.

## **Sova 360 detailed summary**

This section breaks the results down further showing mean ratings on each statement presented in the questionnaire for that competency. It also offers written feedback and some development advice.

## **Cluster comments module**

This section of your report displays the comments provided in the 360 review, providing further context to the ratings you have received.

## **Profile Summary**

Provides a summary of the average ratings for all of the competencies.

# Introduction to Sova's 360

A 360 degree assessment provides the views of an individual from a number of perspectives including their own, their manager(s), their direct reports and others, such as their peers.

The individual being assessed, yourself, and your reviewers have completed an online questionnaire providing views on how you behave in the work environment.

The competencies selected have been deemed the most relevant to your role.

Reviewer ratings are provided in the form of averages to represent each group's perspective. This is to preserve anonymity of reviewers, in order to facilitate honest and open feedback. The only category in which one reviewer may be represented is the manager.

For each competency, reviewers are asked to rate several behaviours on a scale of 1 to 5. The higher the rating, the more evidence there is of the competency in your performance in your job. Reviewers can also choose a 'No evidence' option.

The information in this report has been designed to help support your development, for use with a facilitator or coach, or with your own personal development planning.

# Interpreting your report

The information in this report has been designed to help support your development. In interpreting the report, the following steps are suggested:

## Profile Overview

This is the best place to start interpreting your report. This shows the means scores from different reviewer perspectives including yourself, your manager, your direct reports and your peers.

What are the main themes emerging from this? Where might your focus be for your development given your current role and situation? Are there differences between reviewer perspectives that should be explored?

## Profile Breakdown

This section breaks the results down further showing the spread of the 1 – 5 ratings given by the individual reviewers, along with mean ratings on each statement presented in the questionnaire for that competency.

Are the ratings consistent within a competency, ie. all about the same sort of rating, or do opinions differ? What are the implications of this?

The profile breakdown also offers written feedback for your average competency rating. This is based on the average of all reviewers, in all reviewer categories; the reviewer categories are weighted equally. This includes a feedback summary, possible implications for this, questions for you to ask yourself or to discuss with your feedback facilitator/coach and well as some suggestions for development activities.

## Comments

Reviewers were also given the opportunity to provide specific comments at the cluster level. These can be useful in understanding the context of the ratings provided and potentially provide insight into what developmental action may be appropriate

# Sova 360 overview

This summary page provides an overview of all your results across the competencies included in your review

Number of Reviewers							
 Focus	<b>1</b>	 Peer	<b>2</b>	 Manager	<b>6</b>	 Direct Report	<b>2</b>

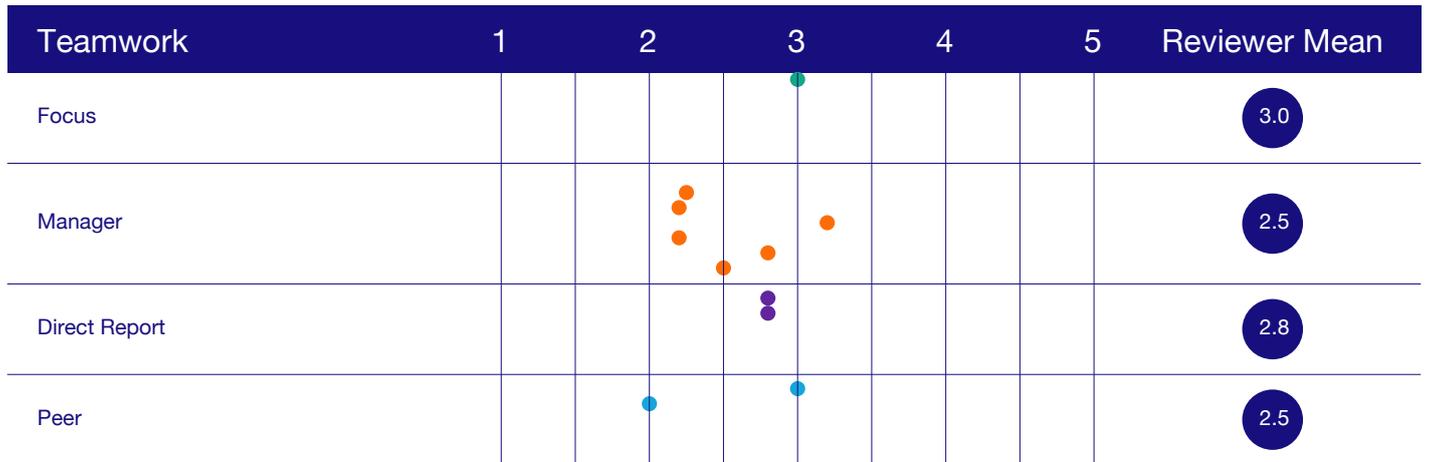
Interpersonal	1	2	3	4	5	Reviewer Mean	
Networking							
Developing Others							
Supporting Others							
Teamwork							

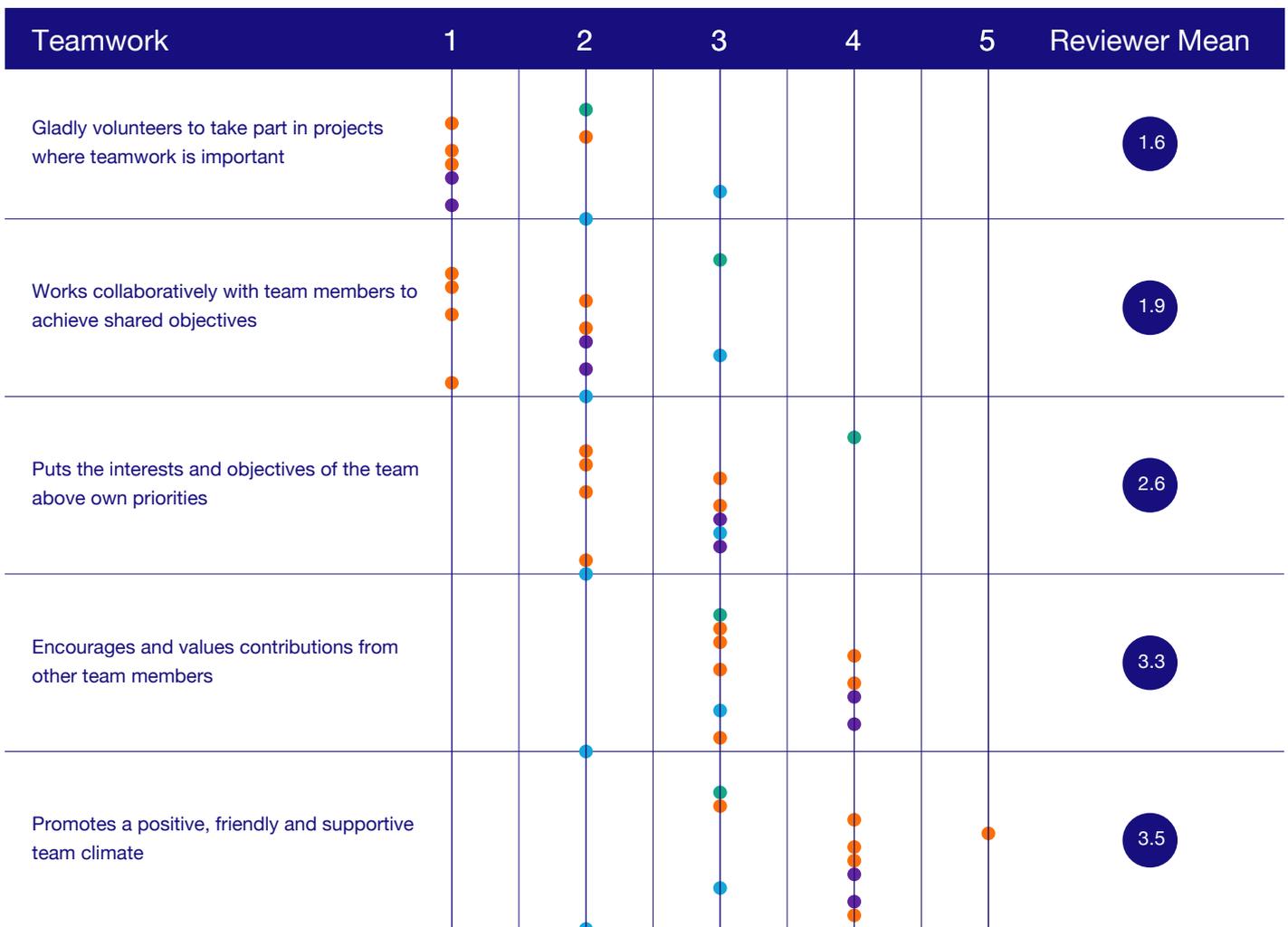
# Sova 360 detailed summary

## Teamwork

Works collaboratively with team members to meet shared objectives, resolve potential challenges and promote a cooperative approach.

Number of raters							
 Focus	1	 Peer	2	 Manager	6	 Direct Report	2





## Your Feedback

You appear to be regarded as someone who contributes to a positive team climate and who generally works well with most team members. When working in a team, others see you as working relatively collaboratively to achieve shared objectives. There also appear to be occasions when you are seen to place the needs of the team as being a higher priority than your own.

## Possible implications for you

- Your positivity towards working in a team may vary from project to project.
- Your input to the success of the team is fairly positive but there may be areas you can improve on.
- You may be able to flex your approach further to ensure the team really does get the best from you consistently.

## Questions to ask

- What aspects of working in a team do you most enjoy? How can you do more of this?
- Of the aspects you enjoy less, why do you think this is?
- Thinking about a recent team project, what would you change about your input? How will you go about doing this next time it's required?

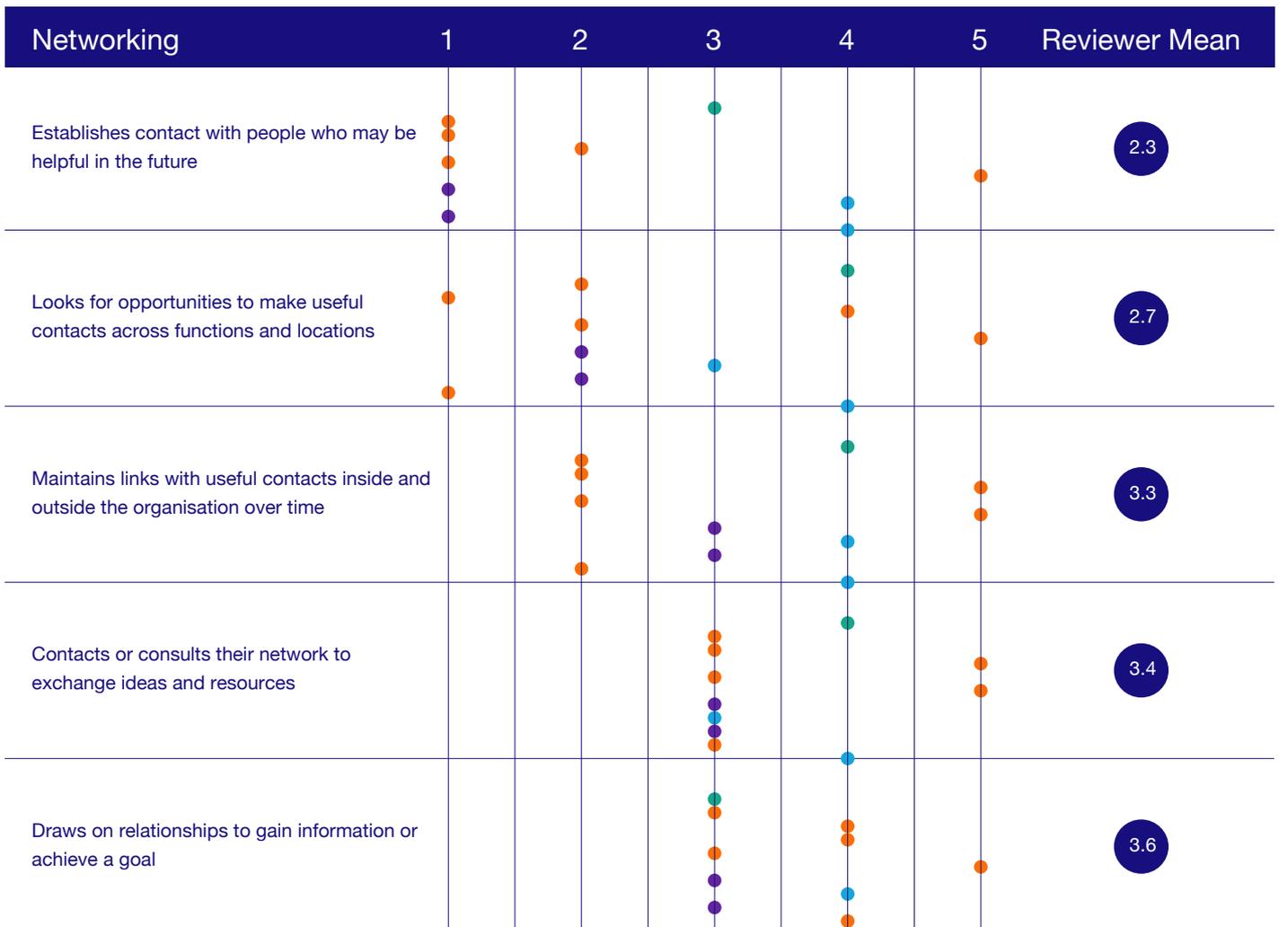
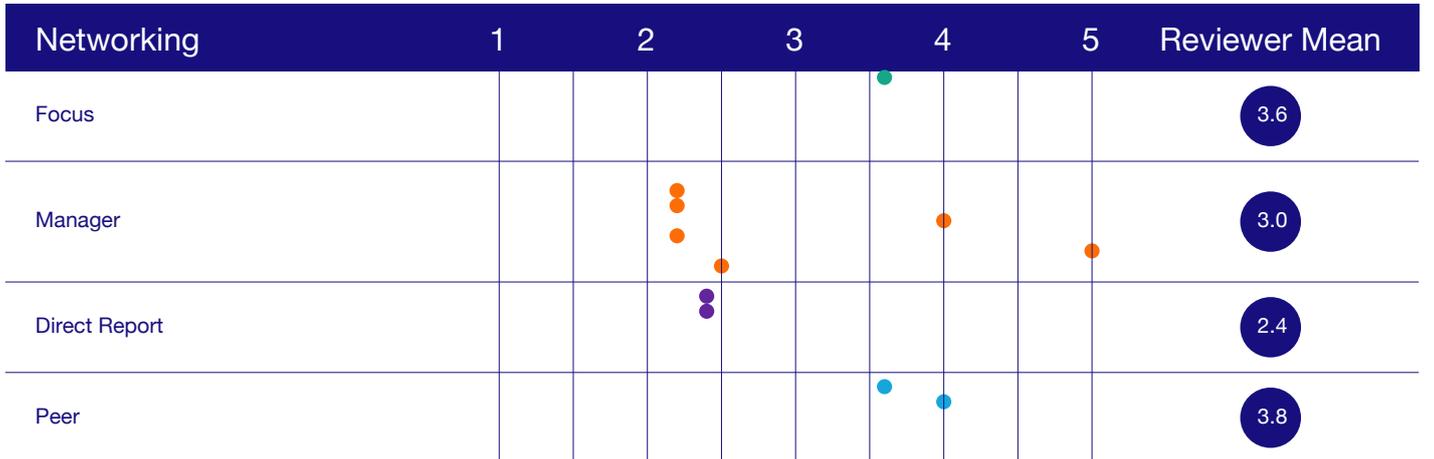
## Development activities

- Make an effort to pay attention to other people you work with; look at the role they play in a team and how the team responds to them.
- Guard against concentrating too much on tasks when working in a team; focus on finding out more about the people and how you might work together to achieve optimal success.
- Encourage conversations in your area that examine how well teams are working together, not simply looking at financial or business outcomes.

# Networking

Develops a wide range of useful networks both inside and outside of the organisation.

Number of raters							
 Focus	1	 Peer	2	 Manager	6	 Direct Report	2



## Your Feedback

In general, others see you as someone who places some degree of importance on having a network of contacts. You are seen as having a range of people you can contact for help and support in certain circumstances, and to exchange ideas or resources that could enhance business success.

## Possible implications for you

- There may be some opportunities you miss out on by not having as wide a network of contacts as you could have.
- Whilst you do have a network, there may be times when you could make the time to extend that, for example, to people whose support you might need in the longer-term.
- By being less all-encompassing in your approach to networking, there may be times when you are missing someone whose advice or support could be vital.

## Questions to ask

- How could you harness the people in your network more than you already do so?
- Are there any opportunities you have missed out on as a result of your network not being far-reaching enough?
- What could you change about your communication style so that your network is extended further?

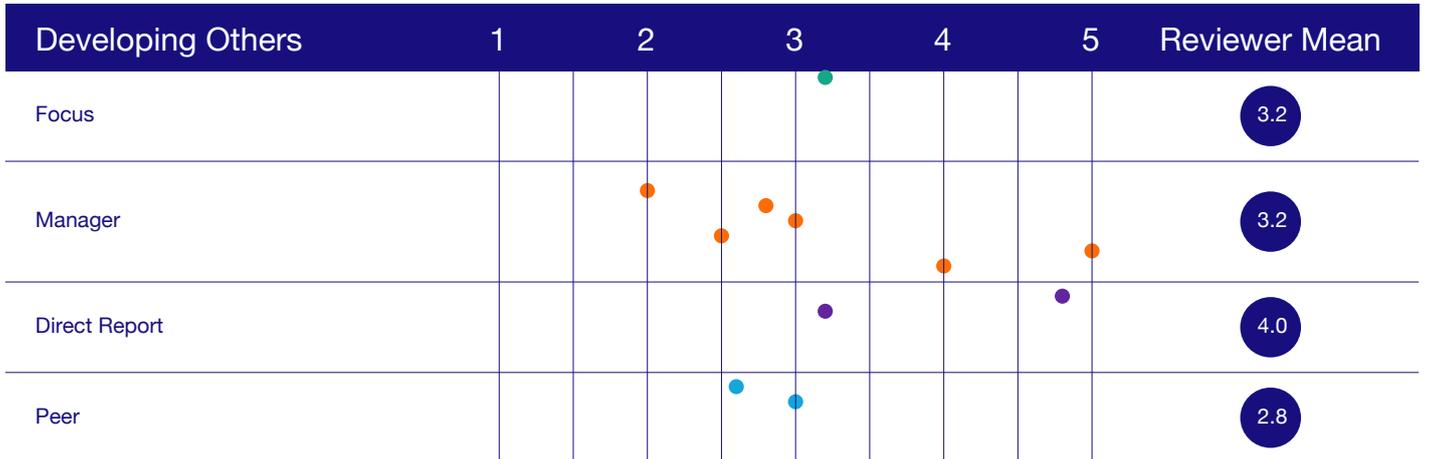
## Development activities

- Think about relationships that you wouldn't normally try to enter into that could be beneficial for you and your career.
- Make a point of meeting or calling your contacts informally on a regular basis.
- Identify some key events or conferences you could attend that would widen your scope of potential contacts.

# Developing Others

Motivates and supports others to develop themselves both personally and professionally

Number of raters							
<span style="color: green;">●</span> Focus	1	<span style="color: cyan;">●</span> Peer	2	<span style="color: orange;">●</span> Manager	6	<span style="color: purple;">●</span> Direct Report	2



## Your Feedback

Your results suggest that you are reasonably adept at supporting others improve and develop. You appear to provide some helpful and constructive feedback and generally encourage others to identify and engage in different development opportunities to help them be their best and achieve career aspirations.

## Possible implications for you

- You are generally supportive of others when it comes to their development but your investment may vary person to person.
- There may be opportunities to provide more regular, developmental feedback to help others improve and develop.
- You may want to encourage others to think more broadly about on and off the job learning opportunities to help them develop.

## Questions to ask

- When do you enjoy/not enjoy supporting others develop? Why is this?
- What colleagues or direct reports may benefit from more support from you to help them develop? How can you provide this?
- How aware are you of others career aspirations? What can you do to strengthen this knowledge?

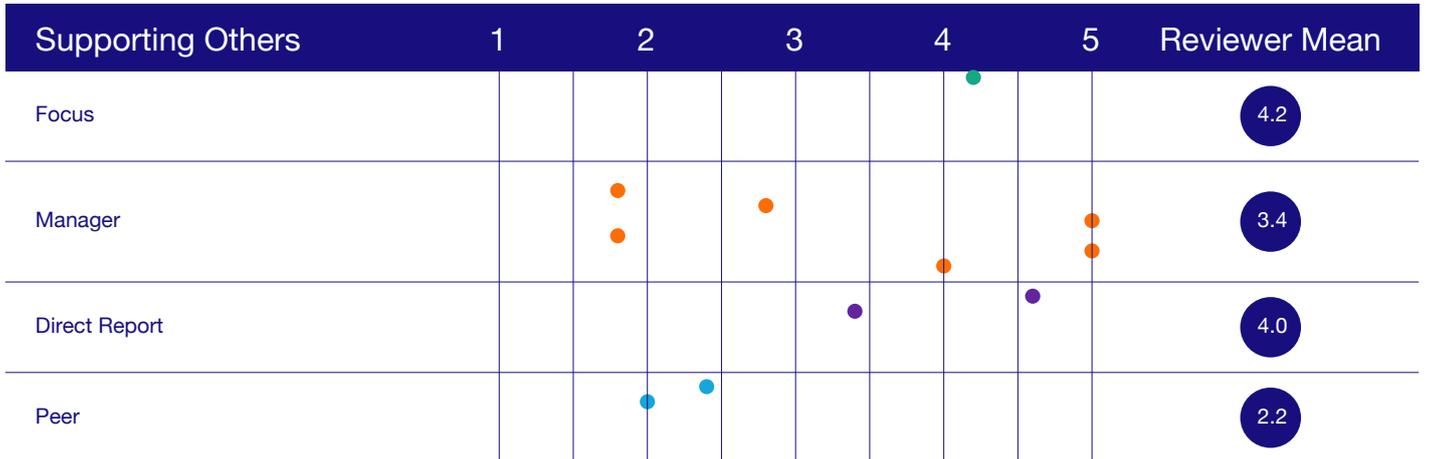
## Development activities

- Develop your coaching skills. Try to use open, 1 to 1 coaching questions in conversations with others to empower and encourage them to take ownership for their development.
- Actively engage with someone who may need more developmental support from you. Create a development plan together and encourage broad thinking about possible learning opportunities. Review progress with them and offer feedback.
- Strengthen your feedback skills to support others development. Be specific about the positive/negative behaviours you observe, the impact these have and what they can do going forwards. Invite their reaction and offer your support.

# Supporting Others

Supports others when faced with challenges and difficult situations. Helps those who are less able to help themselves.

Number of raters							
 Focus	1	 Peer	2	 Manager	6	 Direct Report	2



## Your Feedback

Feedback indicates you are reasonably supportive to others around you facing difficulties or challenges. You will generally make time to explore what may be worrying or upsetting others and help them, when necessary, to find ways to deal with their challenges.

## Possible implications for you

- Whilst generally supportive, there may be some situations in which you are less willing or comfortable offering your help.
- You may find it more comfortable supporting others with professional rather than personal challenges.
- In some situations, you may need to take more time to explore why a colleague is struggling and to actively help them find solutions.

## Questions to ask

- When are you comfortable/uncomfortable supporting others? What would make uncomfortable situations easier?
- When have you supported someone address a professional/personal challenge? What was the outcome? What would you do if you encountered this situation again?
- What else can you do to proactively offer support to colleagues?

## Development activities

- Look to learn from others who are strong in this area to see how you can be more supportive in any situations that are uncomfortable for you.
- Actively seek to share information, tips and tools that you find helpful and may support others too.
- Learn about coaching and try to use open, 1 to 1 coaching questions in conversations with others to help others find solutions to their problems.

# Interpersonal

Summary of comments

# Profile Summary

The table below provides a summary of the average ratings for all of the competencies.

The 'all raters' responses includes an overall average for all the raters (excluding the 'self' rating.)

## Selected competencies

Interpersonal	Self	Manager	Peer	Direct Report	All raters
<b>Networking</b>	3.6	3.0	3.8	2.4	3.1
<b>Developing Others</b>	3.2	3.2	2.8	4.0	3.3
<b>Supporting Others</b>	4.2	3.4	2.2	4.0	3.2
<b>Teamwork</b>	3.0	2.5	2.5	2.8	2.6