

Workshop Syllabus

The following is a syllabus for the Everything DiSC[®] Online Certification—Workplace Specialization workshop. It's broken down to show you the activities included for each week of the course.

Week 1: Welcome and Module 1 (Discover DiSC[®])

Activity Title	Activity Description
WELCOME SECTION	
Welcome video—Everything DiSC Workplace introduction (<i>self-directed</i>)	<ul style="list-style-type: none"> Watch a video providing an overview of the Workplace program.
Introductions (<i>self-directed</i>)	<ul style="list-style-type: none"> Participate in an online forum activity. Introduce yourself, and meet your classmates.
Orientation for Everything DiSC Certification (<i>self-directed</i>)	<ul style="list-style-type: none"> Review the course requirements and information about the technology and platform navigation.
MODULE 1: DISCOVER DiSC	
The Everything DiSC Workplace Assessment (<i>self-directed</i>)	<ul style="list-style-type: none"> Complete the Workplace assessment. Receive your personalized Workplace profile with your DiSC style.
Everything DiSC Model: Basic Characteristics (<i>self-directed</i>)	<ul style="list-style-type: none"> Learn about the basic DiSC characteristics through an interactive activity.
Cornerstones of Everything DiSC Workplace (<i>self-directed</i>)	<ul style="list-style-type: none"> Discover the Workplace cornerstone principles.
Understanding Your DiSC Style (<i>self-directed</i>)	<ul style="list-style-type: none"> Learn about the DiSC map and dot placement through an interactive activity.
Where Is Your Dot? (<i>self-directed</i>)	<ul style="list-style-type: none"> Complete an interactive activity about your dot's placement on the map.
Your Dot Tells a Story (<i>self-directed</i>)	<ul style="list-style-type: none"> Explore your personal DiSC narrative in your Workplace profile.
Your DiSC Priorities and Shading (<i>self-directed</i>)	<ul style="list-style-type: none"> Learn about the DiSC priorities and shading through an interactive activity.
Your Shading Expands the Story (<i>self-directed</i>)	<ul style="list-style-type: none"> Explore your personal shading in your Workplace profile.
A-Ha! Moments Discussion (<i>self-directed</i>)	<ul style="list-style-type: none"> Participate in a small group forum activity to share your experiences and learn from others.
Motivators and Stressors (<i>self-directed</i>)	<ul style="list-style-type: none"> Complete a series of interactive activities to explore your own and others' motivators and stressors.
Live Collaborative Session (<i>instructor-led</i>)	<ul style="list-style-type: none"> Learn to use the tools in the live classroom environment, and complete a "Day in the Life" of DiSC styles activity.
Summary of DiSC Styles (<i>self-directed</i>)	<ul style="list-style-type: none"> Review a poster providing an overview of the styles.
Best Practices (<i>self-directed</i>)	<ul style="list-style-type: none"> Participate in a large-group forum to share facilitation or coaching best practices.
Personal Reflective Journal (<i>self-directed</i>)	<ul style="list-style-type: none"> Capture your personal take-aways from this module.

Week 2: Module 2 (The Foundation of Everything DiSC®)

Activity Title	Activity Description
Why Do I Need to Know the Research? <i>(self-directed)</i>	<ul style="list-style-type: none"> Learn about the significance of the research behind Everything DiSC. Download a Research Report and Frequently Asked Questions document for use in the next activity.
Research Scavenger Hunt <i>(self-directed)</i>	<ul style="list-style-type: none"> Navigate through the research report to be comfortable using it as a resource in your future sessions. Receive common language explanations of the research behind DiSC through an interactive activity.
Common Misuses of DiSC <i>(self-directed)</i>	<ul style="list-style-type: none"> Discover the most common misuses of DiSC through an interactive activity, and learn how to address them in your sessions.
The Value of DiSC Card Sort <i>(self-directed)</i>	<ul style="list-style-type: none"> Complete an interactive knowledge check activity about common misuses and appropriate uses of DiSC.
The Everything DiSC People-Reading Technique <i>(self-directed)</i>	<ul style="list-style-type: none"> Learn a simple people-reading technique to assess others' DiSC styles.
People Reading: Practice Session <i>(self-directed)</i>	<ul style="list-style-type: none"> Practice the Everything DiSC people-reading technique through an interactive activity.
A-ha! Moments—Using DiSC Language <i>(self-directed)</i>	<ul style="list-style-type: none"> Participate in a forum activity to share your experiences and learn from others.
Applying DiSC Principles: Case Studies <i>(self-directed)</i>	<ul style="list-style-type: none"> Review a series of case studies and prepare your responses to one of them to present in the live collaborative session.
Live Collaborative Session <i>(instructor-led)</i>	<ul style="list-style-type: none"> Present your approach to the assigned case study in small- and large-group discussions.
Best Practices <i>(self-directed)</i>	<ul style="list-style-type: none"> Participate in a large-group forum to share facilitation or coaching best practices.
Personal Reflective Journal <i>(self-directed)</i>	<ul style="list-style-type: none"> Capture your personal take-aways from this module.

Week 3: Module 3 (Facilitating the Workplace Program)

Activity Title	Activity Description
The Structure of the Workplace Profile <i>(self-directed)</i>	<ul style="list-style-type: none"> Learn about the flow and structure of the Workplace profile through an interactive activity.
Apply Your Profile to Improve Your Workplace Relationships <i>(self-directed)</i>	<ul style="list-style-type: none"> Use your Workplace Profile to develop possible strategies for improving a real workplace relationship. Participate in a small-group forum activity to share ideas with others.
Create Your Personal Action Plan <i>(self-directed)</i>	<ul style="list-style-type: none"> Apply what you learned in the previous activity to create a personal action plan to improve your challenging workplace relationship.
What's in Your Kit? <i>(self-directed)</i>	<ul style="list-style-type: none"> Learn about the resources in your Workplace facilitation kit and how to navigate through the different folders.

Week 3: Module 3 (Facilitating the Workplace Program)—*Continued*

Activity Title	Activity Description
Customize the Facilitation: Case Studies (<i>self-directed</i>)	<ul style="list-style-type: none"> Familiarize yourself with the facilitation materials, integrating several pieces of the kit in a review activity. Customize a lesson plan to address a particular case study. You will then present the lesson plan in the live collaborative session.
Live Collaborative Session (<i>instructor-led</i>)	<ul style="list-style-type: none"> Present your custom lesson plan for your assigned case study to a small group, followed by large-group discussions.
Best Practices: Working with the DiSC Styles (<i>self-directed</i>)	<ul style="list-style-type: none"> Watch videos and participate in large-group forums to share ideas about working with people who have different DiSC styles.
Personal Reflective Journal (<i>self-directed</i>)	<ul style="list-style-type: none"> Capture your personal take-aways from this module.

Week 4: Module 4 (The Everything DiSC® Family) and Final Exam

Activity Title	Activity Description
MODULE 4: The Everything DiSC Family	
Supplement for Facilitators Report (<i>self-directed</i>)	<ul style="list-style-type: none"> Explore the Everything DiSC Supplement for Facilitators Report through an interactive activity. Receive your personalized Supplement for Facilitators Report.
Everything DiSC Support Reports (<i>self-directed</i>)	<ul style="list-style-type: none"> Learn about support reports that can be used with the Workplace program. Download samples of each support report to have available for the live collaborative session.
Everything DiSC Family of Profiles (<i>self-directed</i>)	<ul style="list-style-type: none"> Understand the broader Everything DiSC family and how the different programs compare to each other. Explore introductory videos, sample profiles, and support reports for other programs within the Everything DiSC family.
Knowledge Check: The Everything DiSC Family (<i>self-directed</i>)	<ul style="list-style-type: none"> Based on the information in the previous activity, complete a knowledge check about the Everything DiSC family of programs.
Live Collaborative Session (<i>instructor-led</i>)	<ul style="list-style-type: none"> Explore how to use the support reports and other resources through small-group and large-group discussions.
Best Practices (<i>self-directed</i>)	<ul style="list-style-type: none"> Participate in a large-group forum to share facilitation or coaching best practices.
Personal Reflective Journal (<i>self-directed</i>)	<ul style="list-style-type: none"> Capture your personal take-aways from this module.
FINAL EXAM	
Certification Exam (<i>self-directed</i>)	<ul style="list-style-type: none"> Take the final certification exam (graded activity).