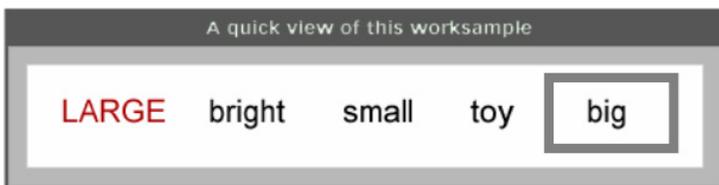


PART VI - Vocabulary



Although the aptitude for vocabulary-building is not generally considered an innate ability, its importance to achievement in the professions and in business is unquestioned. In large organizations, there

is a positive correlation between job level and general vocabulary - the higher the job level, the more extensive the vocabulary. Although some fields and professions require and depend upon their own specialized vocabularies, the scope of one's general vocabulary can become the most critical factor in his or her rise from one level to another.

Lawyers, for example, have a specialized vocabulary taken principally from Latin (e.g., habeas corpus, stare decisis). But, as a group, they also exhibit relatively high general vocabulary. Several tests conducted among the presidents of large corporations have also shown relatively high vocabularies. In the words of Johnson O'Connor, progenitor of abilities testers:

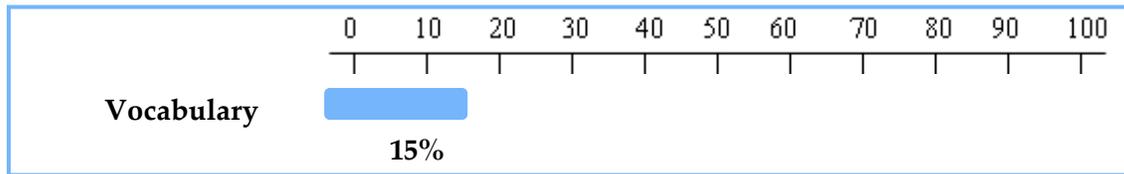
The final answer [to the reason that large vocabularies characterize executives and, possibly, successful people in all fields] seems to be that words are the instruments of thought by which men and women grasp the thoughts of others, and with which they do most of their thinking.

People tend to be most comfortable when they can communicate with other people whose vocabulary is at a level similar to their own. Leaders with a strong vocabulary realize this and never miss the opportunity to learn and use a new word or phrase - they refer to dictionaries and web search engines constantly.

Because vocabulary is a developmental skill rather than an innate ability, leaders with mid-range to low vocabularies can always improve with diligent and focused effort. To improve most efficiently, they will learn to apply one or more of their most effective learning channels. **Image learners** can associate each new word with a picture that represents the meaning of the word, or they can color-code the list of new words they want to learn. [Students of Chinese and Japanese know that many of the characters suggest their meaning in their design.] **Readers** can look new words up in a dictionary or enroll in a computerized word-a-day e-mail program. **Listeners** can read and reread the new definitions aloud or utilize tapes or CDs in the car or at home. **Kinesthetic learners** can move (walk on a treadmill, pace, act-out the meaning) while they recite the definitions of new words. And **Number learners** can organize new words into lists that include their synonyms, antonyms or other keys.

The norms for the Vocabulary worksample on tHAB are at the level of the average college student.

Your Results



Your score on this worksample is in the low range.

As a leader with a limited vocabulary, you:

- May have creative and innovative ideas, but you may have difficulty communicating them effectively. Increasing the precision and breadth of your vocabulary can help tremendously in increasing your ability to articulate and communicate new ideas.
- May find that you are inhibiting the use of your natural abilities and the potential to rise in your career.
- Should work to raise the level of your vocabulary by resorting to all the learning channels, especially through reading and list-making. The higher the vocabulary, the easier the road.
- May feel frustrated in your work because of your limited ability to follow instructions in manuals and guides.
- Can compensate by asking the help of your fellow workers and by watching training films, demonstrations, and other hands-on learning tools.
- If you were raised to speak another language, read and listen to new material in that language and then translate and study in the English equivalent.



CONCLUSION

This report reflects your results on the Highlands Ability Battery (tHAB). It gives you a detailed explanation of your abilities, what they mean for you, and how they relate to your role in Leadership.

We urge you now to schedule and complete your feedback conference with a certified Highlands Affiliate. This conference will teach you how to make maximum use of your natural abilities as you face your leadership challenges today and in the future.

Feedback Consultations

Our Certified Affiliates have been especially trained to interpret the results of the Battery. They have the knowledge to help you understand your ability patterns and apply your results to your role as leader. They can help you to look at the future and to figure out what direction your abilities should take you in.

If you haven't already contacted a Highlands Affiliate, you may choose an Affiliate by going to our website at www.highlandsco.com. Click on "Find an Affiliate." You will be able to locate an Affiliate both geographically and alphabetically.

Group Programs & WorkShops

If you are taking part in a group or corporate leadership workshop or training program utilizing the Highlands Ability Battery, a review of your report just before the program will enable you to derive the greatest benefit from the program.

The Highlands Company
1328 Boston Post Road
Larchmont, NY 10538
914-834-0055/ toll free 800-373-0083

www.highlandsco.com www.highlandslifeandcareercenter.com