

What is the right
**TIME-MANAGEMENT
STRATEGY**
for your personality?

SOCIAL BUTTERFLY



CHARACTERISTICS

Outgoing, enjoys conversation and being with people

STRENGTHS

Drawn to people and social situations, natural collaborators

CHALLENGES

Because they enjoy being in a flurry of activity, butterflies can be easily distracted.

EXPERT ADVICE

"Social butterflies should create an interactive work environment to facilitate group-oriented goals and tasks."

DRIVER



CHARACTERISTICS

Comfortable in social situations, may be ambitious and driven

STRENGTHS

Motivated, self-sufficient and focused when tackling important tasks

CHALLENGES

Self-sufficiency can become a weakness when Drivers need help but won't seek it.

EXPERT ADVICE

"Drivers do well at individual tasks that require persistence — but may need to have an authority figure mandate when they need to seek out further assistance."

PROFESSOR



CHARACTERISTICS

Takes a balanced approach to work and problem-solving, may be self-sufficient and a good communicator

STRENGTHS

Motivated to complete tasks to satisfy intellectual curiosity

CHALLENGES

Professors may be apathetic about duties they consider beneath their intelligence.

EXPERT ADVICE

"A need for order and balance predisposes professors to follow a balanced approach to time management. They need to focus on tasks that are intellectually challenging and within their expertise."

CREATIVE



CHARACTERISTICS

Adaptable, enjoys discovery and being creative

STRENGTHS

Being less structured, finding ways around roadblocks

CHALLENGES

Procedures and detail work can frustrate and stall creatives' progress.

EXPERT ADVICE

"Creative people need to find a way to allow more freedom in the work process while adhering to deadlines. They do their best in an environment that fosters their creative abilities."

PHILOSOPHER



CHARACTERISTICS

Thinker, tends to be logical and embraces different cultures

STRENGTHS

Accepts diverse concepts, integrates different opinions to arrive at unique solutions

CHALLENGES

Deadlines may be missed because philosophers look at many options and do not focus on a goal.

EXPERT ADVICE

"Because they're interested in different forms of knowledge, updates of their progress need to exist to ensure they are remaining focused on the project that is currently assigned to them."