Know Tool

1) We suggest you use one form for each person you supervise. **2)** Fill in the table to the best of your knowledge **3)** Action Point; determine how you can better know them to lead them better. **4)** determine how you will confidently store this information.

Can and should know	
Given name	
Preferred name	
Professional aspiration	
Desired area of development	
personality type	
Strengths	
Weakness	
Motivators	