

The Insights Discovery Accreditation (IDA)

Information Pack

This document provides comprehensive information on the IDA experience, learning materials, resources and on-going support provided, in the following sections:-

1. IDA Objectives
2. IDA Agenda
3. List of materials and details of the pre and post work required
4. Conditions of the Insights Discovery Accreditation
5. What to bring along to the IDA

Your journey with Insights Discovery starts here!

1. IDA Objectives

As a delegate on the IDA, you will learn how to:

- Effectively interpret the Insights Discovery graphics
- Explain the Insights Discovery learning system: construction and validity
- Coach individuals through their Insights Discovery Profiles
- Competently and confidently facilitate Insights Discovery interventions
- Create learning solutions using Insights Discovery tools and services
- Enjoy a journey of self-understanding and gain a deeper understanding of others

2. IDA Agenda

The Insights Discovery Accreditation is a four-day program set out as follows:

Timings: 8.30am–5.30pm for days 1, 2 and 3 and 8:30am–4pm on day 4



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Day 1 – Experiencing Insights Discovery

Day 1 will begin with introducing you to Insights as an organisation and clarifying the objectives for the four day IDA experience and beyond. We will then give you the experience of the core **Insights Personal Effectiveness Program**. This will provide you with a stimulating learning opportunity - you will see how exercises are facilitated while continuing your own personal learning journey.

- Insights: Introduction to the IDA, the organisation and being an Insights Discovery Practitioner
- Experience an Insights Personal Effectiveness Program
- Insights Discovery: Where can it take my organisation?

Day 2 – Understanding Insights Discovery

The second day will provide you with additional information on the Insights Discovery learning system and a full understanding of the construction of the graphs, the wheel and how to use them.

- Share observations & questions from Practice Profiles or graph samples
- Understand the Construction of all the graphs
- Composition of the 72-type wheel
- Practical exercises to reinforce understanding of the graphs and wheel

Day 3 – Coaching with Insights Discovery

The third day of the IDA deepens the learning gained in the first two days and provides an additional opportunity to develop your Insights Discovery Personal Profile debriefing skills, both in a workshop and coaching environment. We will give you an opportunity to explore the Insights Discovery material and resources and start to prepare to facilitate your 'teach-back session' to the group.

- In Triads, debriefing the Profile Graphs using the ICES model
- Review and feedback on the Profile Debriefs and Coaching experience
- Statistical validity and reliability of the Insights Discovery Model
- Focus on facilitation of Discovery and small group presentations preparation



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Day 4 – Practical Applications for Workshops

On the fourth and final day of the IDA, participants will deliver their selected 'teach-back' modules of the **Insights Personal Effectiveness** program. They will receive valuable feedback from their colleagues and the IDA Facilitator. We will clarify the ethics of and what it means to be an Insights Discovery Practitioner, the support options available and the requirements to complete the **Confirmation of Learning**. Time permitting, we will also review the additional, 'Discovery Series Materials' provided in the IDA Pack and explore how these can be applied in the design and development of Team, Sales or Leadership Effectiveness learning solutions.

- Small group facilitated sessions and feedback
- Clarifying next steps for your IDA Confirmation of Learning
- Additional Support, IDA Follow-up Guide, Insights Connections Forum, Insights Online and Community of Practice Webinars.
- Exploring the full 'Discovery Series journals'

3. List of materials, resources and pre and post work required

Pre-work - Before attending the IDA you will be asked to:

- Complete an **Insights Discovery Preference Evaluator** (online)
- Nominate three people to complete the **Insights Discovery Preference Evaluators** on themselves. (online). Immediately following the IDA, you will conduct your first formal Insights Discovery Profile Debriefs with these individuals.
- Complete the **IDA Registration Form** (online), **outlining** your key details and **objectives** for becoming an Insights Discovery Practitioner.

Post work - After the IDA you will be asked to complete a 'Confirmation of Learning' which includes:-

- Completion of four **online Insights Discovery Explorer** modules, which provide an opportunity to review the core learning from the IDA and explore your own profiles on a deeper level.
- Conducting three **Insights Discovery Profile Debrief coaching sessions** with your practice profiles
- Completing a **Confirmation of Learning (COL)** document to solidify your learning around the Insights Discovery learning system, including documenting your experience of the online modules and debrief sessions (we recommend that this commenced immediately following and completed within 6-12 weeks of attending the IDA. This will optimise your investment of time and money and commit the new learning to your long term memory).
- The COL paper consists of a series of objective (fill-in-the-blanks, matching, multiple choice, etc) and essay based questions.



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As part of the Insights Discovery Accreditation you will receive:

- An **Insights bag**, four coloured **Insights hats**
- Your **Insights Discovery Personal Profile** (all chapters)
- Three '**practice profiles**' (Foundation and Management chapters)
- **Insights Discovery Compass** Learning Library in CD format, containing:-
 - Foundation Series Learning Guides and Power point Slides
 - Transforming Series Learning Guides and Power point Slides
 - Facilitator and Coach Notes
 - Practitioner Guide
- **Insights Discovery Series** containing the following **Journals** and accompanying power point slide-decks and Facilitator & Coach Notes on CD:-
 - Discovery An-Introduction,
 - Discovering Team Effectiveness
 - Discovering Sales Effectiveness
 - Discovering Leadership Effectiveness
- **Psychology of C. G. Jung**- Jolande Jacobi & **Jung: A Very Short Introduction**¹- Anthony Stevens
- Access to Insights Online system to generate your Discovery Personal Profiles and Team Wheels
- Access to learning and support forums
 - **Insights Connections**
 - **Insights Discovery Compass** and **Explorer Online modules**
 - **Live Webinars**
 - **Insights Gatherings**



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4. Conditions of the Insights Discovery Accreditation

During the **Insights Discovery Accreditation** you will learn about the guidelines and ethics for appropriate use of Insights Discovery. You will be asked to agree to honour this understanding and your right to use the Insights IP and materials in an appropriate way that respects the integrity and quality of the Insights Discovery system.

Within 6-12 weeks after the IDA you will be required to submit your completed **Insights Discovery Accreditation Confirmation of Learning**.

We also specify a requirement for an **IDA Renewal every two-years** to ensure you have retained the relevant level of understanding and application and to provide updates on any developments in relation to the use of the Insights Discovery learning system.

5. What to bring along to the IDA

Dress code at the IDA is casual and comfortable, however please dress warm as air conditioning can make Room's cold at times.

On day four of the Accreditation you will be delivering a section of **the Insights Personal Effectiveness** Program. For this purpose you may like to bring along your laptop to prepare your session on Day 3 using the materials provided. Depending on your facilitation style this may not be necessary, so long as you transfer the key learning points required. In general most people bring their Laptops and use the slide-decks and materials provided. It is also good to have a USB memory stick for transferring files if required.

Should you need any further information in the meantime please do not hesitate to contact me.

Kind regards



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