


YOUR STEP-BY-STEP GUIDE


Visual Manual of Work

VISUAL MANUAL OF WORK

HELLO, I AM _____

MY PREFERRED COMMUNICATION CHANNELS ARE ...

WHAT GIVES ME ENERGY AND SENSE OF PURPOSE AT WORK IS ... 

THINGS I STRUGGLE WITH AT WORK THAT DRAIN MY ENERGY ARE... 

WHEN FACING OBSTACLES OR SET-BACKS, I NEED ...

THE WAY I PREFER TO RECEIVE FEEDBACK IS...

THINGS I LOVE ARE


I FEEL HEARD AND SEEN WHEN ...

WORKING WITH PEOPLE I DON'T KNOW WELL, I PREFER...

Designed by: Bambooster GmbH

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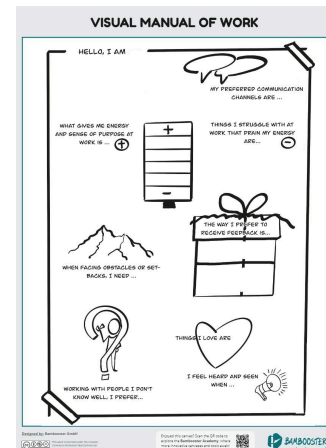
Objective

This exercise will help you and your team to better communicate and understand the diverse "styles" within your team.

After the exercise you will know:

- How you **like to communicate** - preferred communication channels
- What **drives** you and gives you **energy** at work
- What **drains** your energy at work
- What are your **needs when facing challenges**
- How you prefer to **receive feedback**
- What you **love**
- When you feel heard and seen

Toolbox



Step-by-step guide to the creative brainstorming

Grab some paper and colorful pens to make this exercise more enjoyable. Embrace a playful, child-like mindset as you color and brainstorm. Let your creativity flow freely!

☐ Step 1: Individual Reflection

Spend some time thinking and writing on your own. Dive deep into the questions provided and jot down your initial thoughts.

☐ **Step 2: Team Collaboration**

Share your insights with your team members. After a 10-minute discussion, you'll gain a deeper understanding of each other. This exercise is not just about learning new things; it's about recognizing and articulating the obvious—things we often take for granted.

☐ **Reflection**

Take a moment to reflect on your typical approaches and behaviours. This is an opportunity to deconstruct the ways we work and interact, often without realizing it.

Use this canvas as a tool to analyze and understand your behaviour better. Enjoy the process and the insights you gain along the way!

Guided questions for this canvas

- ☐ Hello, I am ...
- ☐ My preferred communication channels are ...
- ☐ What gives me energy and a sense of purpose at work are ...
- ☐ Things I struggle with at work that drain my energy are ...
- ☐ When facing obstacles or setbacks, I need ...
- ☐ The way I prefer to receive feedback is ...
- ☐ Working with people I don't know well, I prefer ...
- ☐ Things I love are ...
- ☐ I feel heard and seen when ...

GOOD LUCK !

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