

# wopi

## SERVICE PATH

From acquisition to  
development of competence

From Recruitment, to  
Career planning  
Coaching  
Team building  
Work well-being



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Acquisition and  
development of  
competence



**Independent performer, Leader-influencer or Collaborator.**

**Implementer or Innovator** of things. Feels at home in **orderly** or in **variety** providing work environments. Everyone is needed. **TEAM** seeks for results but customer service sucks. The management group performs strongly but lacks new ideas. The team delivers things briskly but mutual support is missing.

WOPI is a concept for acquisition and development of work competence. Its hub comprises 14 basic competencies, individuals' characteristic ways of acting, planning & problem solving and looking at the world and oneself. As individually characteristic, they guide all educational, occupational and job specific competence, "An engineer performs engineer's tasks with lesser/greater focus".

The main tool WOPI is a research based and multilingual test measuring basic competencies of individuals and work teams. It is used in recruitment, career planning, coaching of individuals and teams and in development of work well-being. It has been taken by more than 200.000 individuals. Data is safe in data center physically situated on EU soil. See [sample profiles](#).



### INDEPENDENT ACTION

focused, quality-oriented action  
competitive, results-oriented action

### LEADERSHIP-INFLUENCING

setting direction, leading action  
inspiring, leading thoughts

### COLLABORATION

communication  
advisory  
listening

### PLANNING & PROBLEM SOLVING

fact- vs. idea-seeking approach  
focused vs. broad perception  
standard vs. creative solutions  
cautious vs. risk taking implementation

### WORK ENVIRONMENT & VIEWING

preference for stable vs. mobile environments  
realism vs. optimism  
self-reflection

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## RECRUITMENT AND CAREER PLANNING

### WOPI-CERTIFICATION TRAINING

1-day, case-emphasized live/remote training creates the skill in using WOPI. Skill attainment is checked in independently performed case-analyses.

### RECRUITMENT

WOPI measures candidates' basic competencies which derive from their characteristic motivations, ways of thinking and attitudes. Match to jobs is obtained by appraising the job's basic competency requirements, eg., the job's quality vs. results orientation. This is done by interviewing job experts or using a particular appraisal form. At recruitment taken WOPI test provides a springboard for career planning.

### CAREER PLANNING

Competence is viewed as easily relatable expert figures from a Focuser to an Optimist. The individual chooses figures characteristic of oneself among those presented on the [pdf document](#) at the website lesson "[Self-performed career planning](#)" or by using a particular "Experts" card deck.

As optional continuation, the individual is given a chance to fill out the 224-item WOPI test which generates a detailed and comprehensive competency portrait of him/her. Website lesson "[Career counselor's guide](#)" provides guidance to the counselor.

**3h TRAINING**  
Expert figure  
choices  
+ WOPI test



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## COACHING

**3h TRAINING**  
Leadership role  
self-ranking  
+ WOPI test

### LEADERSHIP ROLES

WOPI Leadership roles - Direction setter, Administrator, Participator, Coach and Change agent – present leadership behaviors useful in different environments. The roles encompass both strengths and drawbacks leading everyone to encounter his/her development needs. The individual ranks his/her favored roles on the [pdf form](#) at the website lesson "[Leadership roles – sparring for managers](#)". Self-appraisals are then compared to ranking suggested by the WOPI test.

### WOPI360°

WOPI360° is a 50-item questionnaire for evaluation of managers' and professionals' realized competence. The results indicate strengths and development needs across independent action, leadership, collaboration, planning & problem solving as well as in handling change. People surrounding the person (supervisor, colleagues, staff and the person him/herself) also give freeworded credits and improvement suggestions for the person. See [sample report](#).

**3h TRAINING**  
Tool  
administration &  
interpretation



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## TEAM BUILDING

### COLLABORATION

Team collaboration is examined through team members' different ways of working and thinking. Frictions and straightout breaks in communication and cooperation will most probably arise between the members with opposite roles. If the inputs of different people are knitted together, diversity's creativity promise can be fulfilled. See the [profiles on opposite roles](#).

In addition to the role profiles, getting to know and understanding each other can also be well enhanced with the Expert cards: team members make guesses on each others' competencies in a playful manner. The team building program promotes appreciation and utilization of diversity in general. See website lesson "[Team collaboration: opposite roles](#)".

**3h TRAINING**  
WOPI Group  
opposite roles

### PERFORMANCE

The sum of the team members' competencies predicts its collective competence and performance. The [pdf form](#) at the website lesson "[Team performance: basic competencies](#)" is first used to compose the team members' shared view of its current/desirable competencies. This is compared to the profile of competencies and deficits generated by the WOPI test. Single members' contributions to team collective competence can also be examined. See [sample profiles](#).

**3h TRAINING**  
WOPI Group basic  
competencies

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FOR WORK WELL-BEING

**3h TRAINING**  
WOPI test

## PROTECTION AND RISKS

WOPI measures individuals' protections and risks to work well-being. According to research, human relations, attitude to change and success expectancies protect work well-being. Risk factors include so-called A-typical life style and vulnerability to job burnout. See website lesson "[Work well-being: protections and risks](#)".

## WAYS OF COPING

In taxing problem situations the many ways of coping are clustered into five coping styles: Direct action, Interaction, Planning, Detachment and Focus on self. Individuals rank their favored styles on the [pdf form](#) at the website lesson "[Work well-being: ways of coping](#)". The individual is guided to identify his/her main style and encouraged to rehearse less used styles.

**3h TRAINING**  
Coping style self-assessment



Path ends here. WOPI  
Culture (WOPI-C)  
questionnaire  
forthcoming.

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