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GUIDED NOTES

ADAPTABILITY

Directions: Complete these notes as you watch the MyCareerTech "Adaptability" video.

Introduction

1. _____ are personality-specific traits and can be used to describe your approach to life, work, and relationships.

Defining Adaptability

2. The ability to change or adjust to these new conditions or different circumstances is called _____.

Traits of an Adaptable Person

3. Adaptable employees can make changes to their _____ to merge with the new culture or changing environment.
4. Adaptable people are willing to give _____ a chance rather than completely disregard it.
5. Adaptable people exhibit the ability to deal with _____ work situations.
6. People with adaptability skills are rarely discouraged by _____. They understand that _____ is a part of learning.
7. People that are adaptable understand the importance of lifelong _____.

Traits of Someone without Adaptability Skills

8. What are some traits of inflexible people?
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Tips to Increasing Adaptability Skills

9. One of the first things you can do to help you enhance your adaptability is to get out of your _____.
10. Find the potential benefits in the _____ rather than focusing on the disappointment.
11. Another key tip for increasing your adaptability is to be willing to make _____.
12. Work on losing the fear of failure on small things and it will begin to translate to bigger things, growing your _____ skills.
13. When change occurs, there are a lot of unknowns, so asking _____ can be key to becoming more comfortable with change.

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Reflection

14. Think about a challenging situation you've faced recently. How did your ability to adapt help you navigate and overcome it?