

# Assessing Interpersonal Skills

Interpersonal skills relate to your ability to work with others and are essential for the long-term success of your business. Firms that possess human resources with exceptional skills have a longterm focus and are more likely to use their skills to take advantage of emerging opportunities.

How would you rate your inter-personal skills? They help you focus on recognizing others' individuality, communicating effectively, working as a team member, mediating differences, and listening to others. Use the items below to assess your interpersonal skills.

	Unsatisfactory	Weak	Average	Good	Exceptional
1. Exchange thoughts and ideas with others. This involves both the ability to receive (listen) and send (talk) information.	1	2	3	4	5
2. Listen to others who may have a better method for accomplishing a task.	1	2	3	4	5
3. Identify personality differences between individuals and use this information to develop unique working relationships.	1	2	3	4	5
4. Assist a group of individuals to arrive at a mutually acceptable solution.	1	2	3	4	5
5. Work with others to stimulate and promote personal and business growth.	1	2	3	4	5
6. Work as a team member and focus on the objectives of the team rather than using the team to satisfy your own personal agenda.	1	2	3	4	5
7. Work on a team and fill whatever role is needed on the team whether it is leader or follower.	1	2	3	4	5
8. Work with a group of individuals to identify common goals.	1	2	3	4	5
9. Mediate conflicts between people and help them work together as a team.	1	2	3	4	5
10. Negotiate favorable business agreements with landowners, lenders, and suppliers.	1	2	3	4	5

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Prepared by Don Hofstrand,  
retired extension value added  
agriculture specialist

[www.extension.iastate.edu/agdm](http://www.extension.iastate.edu/agdm)

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