



DISC TIPS



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Leaving Voicemail for a "D"

What is a "D"? - Dominant

They are goal-oriented, assertive & independent.

It's a "D" Greeting When You Hear:

Words: "This is Smith. Leave a message at the tone."

Pace: Rapid and to the point.

Tone: Cool, emphatic - like a human telegram.

Leaving Voicemail for a "D":

1. Give your phone number at beginning and end.
2. Articulate clearly at a quicker rate of speech.
3. Tell them exactly why you are calling.
4. Tell them exactly what you want them to do.
5. Let them know what to expect with next step.

Example: "This is Jones at (858) 123-4567. The annual sales report. I need it completed and on my desk by 9:00 am Wednesday. If you have any questions, call me at (858) 123-4567."

Have a great DISC voicemail story?

Please share with your HR / Training Department!



Attention HR Trainers ONLY

Are you in need of more DISC assistance?

Please feel free to email me at bonnie@discprovideronline.com and visit our website at www.DISCProviderOnline.com



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DISC QUICK TIPS ✓

D PRIORITY: Solve Problem BE: Bottom Line

I PRIORITY: People BE: Engaged

S PRIORITY: Plan BE: Organized

C PRIORITY: Procedures BE: Accurate

Dominant **I**nteractive
Steady **C**ompliant