



## Preparation

Registering for an MBTI® certification session is the beginning of an extremely rewarding training experience. The four-day program immerses you in an active and collaborative learning environment that depends both on your preparation and your participation, as outlined below. Upon successful completion of the course, you will be able to purchase and administer the MBTI Step I™ and Step II™ assessments.

**Preparation for the class** begins after you register for one of the certification sessions. You will receive instructions via email with everything you need to complete so you will be fully prepared for the class. Following that, you will receive a shipment including some of the program materials listed below. You will complete approximately 3 hours of pre-work which includes taking the MBTI assessment online. In order to get the full value of the program and pass all the exams, it is very important that you complete the pre-work activities by the given deadlines.

Your tuition includes MBTI reference materials and support tools to ensure you have the information and resources you need to immediately put your knowledge into practice after the training. Go to [Take Away Resources](#) for an explanation of these valuable materials.

You will bring the following materials to the class:

On days one, two, and three:

- Participant's Resource Guide
- Introduction to Myers-Briggs® Type
- Exploring Your Myers-Briggs® Type Workbook
- MBTI® Manual (downloadable PDF)
- MBTI® Step I™ Feedback Cards

On day four:

- Participant's Resource Guide
- MBTI® Manual (downloadable PDF)
- MBTI® Step II™ User's Guide (downloadable PDF)
- Understanding Your MBTI® Step II™ Results
- MBTI® Step II™ Feedback Cards

When you arrive for the first day of class, you will begin four days of intense, enjoyable, and interactive learning. During that time, you will be required to pass five module exams. The daily schedule is 8:00 am—5:00 pm, and 8:00 am—4:30 pm on the last day. There is a one-hour break for lunch each day.

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## Agenda

### Day One:

- The Basics of Type
- Understanding and Working with Personality Type
- Setup for Interpreting MBTI Results on Day 2
- Type Activities for Teams and Groups
- Exam for Learning Module One
- Homework to Prepare for Day Two

### Day Two:

- Professional Responsibilities for Using the MBTI® Assessment
- Type vs. Trait: MBTI Instruments Compared to Most Other Personality Instruments
- Construction of the MBTI® Step I™ Assessment
- Reliability
- Validity
- Contracting and Ethics
- Exam for Learning Module Two
- Administration Guidelines
- Administration and Scoring Practice
- Interpretation Guidelines and Guidance
- The Meaning of MBTI Results
- Practice Interpretation
- Exam for Learning Module Three
- Homework to Prepare for Day Three

### Day Three:

- Creating and Exploring a Team Type Table
- Type Dynamics: Definitions, Terms, "Mechanics"
- The Eight Dominant Processes
- Type and Stress
- Type Development
- Using Type for Leadership Development
- Exam for Learning Module Four
- Homework to Prepare for Day Four

### Day Four:

- Development and Uses of the MBTI® Step II™ Assessment
- Exploring the MBTI® Step II™ Interpretive Report
- Facet Definitions and Activities: MBTI® Step II™ Interpretive Report
- Interpretation Practice
- Using the MBTI® Step II™ Assessment with a Team

Note: In the event you do not pass the exams, an essay retake exam will be sent to you.