

LEADERS CAN BE ANYWHERE AND SHOULD BE EVERWHERE!

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- ▶ Certified Diversity Professional
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Spectra Diversity Inclusion Assessment™

The Spectra Diversity Inclusion Assessment™ is the only statistically validated Diversity & Inclusion assessment that enables you to measure both individuals as well as the entire organization in a single survey.

Organization	Management	Culture	Policies, Practices & Procedures (3Ps)
Individual	Beliefs		Interpersonal Behaviors

Lead at Any Level® Service Package

Phase 1: Setup	Phase 2: Administration	Phase 3: Analysis & Findings
<ul style="list-style-type: none"> • Design meeting • Determine schedule • Customize survey with open-ended questions • Determine enhanced data structure, as needed • Email deliverability instructions for IT • Communication plan • Email templates for internal use • Customized external survey emails • Upload participant list • Pre-launch review meeting 	<ul style="list-style-type: none"> • Monitor participation metrics • Provide up to three participation reports per week • Provide guidance for internal follow-up communications • Send external reminders to employees who have not completed the survey, as needed • Mid-survey status meeting (upon request) 	<ul style="list-style-type: none"> • Provide contextual analysis of report(s) relative to stated goals of the client • Recommend specific next steps based on contextual analysis • Debrief prep meeting with primary point(s) of contact • PDF of aggregate data report • PDF of demographic and enhanced data reports, if selected • Debrief meeting with primary stakeholders (e.g., exec team)

Optional Add-ons

Demographic Data Report	Enhanced Data Report	Full-color Printed Reports
<ul style="list-style-type: none"> • Detailed demographic data • If fewer than five respondents in a category, data will not be displayed • Included with 100 or more participants 	<ul style="list-style-type: none"> • Gather sub-category information for up to 5 sub-categories • One sub-category with 22 possible responses • Four sub-categories with 8 possible responses • If fewer than five respondents in a category, data will not be displayed • Included with 200 or more participants 	<ul style="list-style-type: none"> • Perfect-bound, full-color paperback report • Contains summary report data, category performance, and category guidance from Spectra Diversity • Contains additional analysis and recommendations from Lead at Any Level®