



Birkman Enterprise Communication 9: Getting Started with MyBirkman

Suggested Implementation order	Audience	Sender	Communication Purpose and Description
9	All participants enrolling in MyBirkman	Organization Leader/Sponsor of Birkman Enterprise	Getting Started with MyBirkman. How to view: <ul style="list-style-type: none">• Daily Insights• Usual Behavior• Needs• Interests• Shortcut to your phone's home screen

Instructions: Send this email after you have added participants to MyBirkman. Tailor this communication to fit your organization's brand and voice.

Email Template:

Congratulations on registering for MyBirkman! You can now access MyBirkman.com anywhere you have internet access. Get started by logging in and exploring:

- ♦ **Daily Insight** – Click **Learn More** for descriptions of your expectations of others and how you prefer others to show up around you.
- ♦ **Usual Behavior** – Note the color your diamond is in; this represents your effective style working and dealing with others. Click **Areas to Watch** to learn when your natural style won't work. If you're not getting the results you want, consider a different approach.
- ♦ **Needs** – Note the color your circle is in; this reveals the environments or interactions with others that allow you to feel most comfortable and what you expect from others. Click **Explore Stressors** and learn about what you may be experiencing when you feel uncomfortable. Learn new actions you can take to shape a more effective working environment.
- ♦ **Interests** – Note the color your asterisk is in; this describes the kinds of activities you prefer and what motivates and energizes you. Click **Interests Deep Dive** to learn more. High scores indicate activities you enjoy and may prioritize. Low scores indicate areas you would prefer to avoid or may procrastinate.

Continue Learning:

Now that you've learned more about your personality, try these activities:

1. Share your Daily Insight with someone that knows you well and see if anything surprises them!
2. Ask a colleague to share a dimension of their personality using the Birkman terms: Usual Behavior, Needs and Interests. What do you have in common? What is different?
3. Add a shortcut to MyBirkman to your phone by following these [steps](#).

Questions?

Contact <<<[Insert your organization's Birkman Enterprise contact person](#)>>>