



# 10 tips for running your first MBTI® workshop

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Leading your first MBTI® workshop can be daunting, but it can also be incredibly rewarding. To help you reduce your stress and learn from the best, we've interviewed expert MBTI practitioners and compiled a list of their top 10 tips for leading your first workshop.

## 1. Present slides in order

People with Sensing and Judging preferences tend to find it irritating when a trainer jumps around in the presentation too much. Balancing spontaneity with structure ensures an engaging workshop in which all content is covered clearly and on schedule.

## 2. Balance lectures with activities

Whether your workshop is two hours or two days or more, remember to balance the lecture portions with some activities that get your participants up and moving.

## 3. Help participants take their type home (or to work)

After the workshop, many participants are proud to share their type in both professional and personal settings. In addition, displaying their type can serve as a visual reminder to use their newfound knowledge of personality differences.

## 4. Follow the 10-seconds rule

When you ask a question and no one answers immediately, silently count to 10 before moving on. Participants who have a preference for Introversion may want to think about their answer before voicing it, and you'll be surprised how many comments pop up around the seven or eight seconds mark.

## 5. Be prepared for criticism

Not everyone in your workshop may be familiar with the MBTI assessment. Some participants will have questions, and others may be critical of the assessment. To respond to their concerns, you will want to be able to talk about the validity and reliability of the instrument.

Prepare yourself with technical information about [reliability and validity](#) and download the free [MBTI Manual Supplement](#).



## 6. Think twice about putting off questions

It may seem counterintuitive, but don't put off questions that seem off topic. Rather, provide a brief answer immediately, and then either make time during the break for a longer answer or offer to email a more in-depth answer after the training. This will keep the class moving while still ensuring that participants feel acknowledged and stay engaged.

## 7. Establish the proper mind-set

One of the most important but often overlooked parts of administering an assessment is the mind-set of the person taking it. Take a look at [this video](#) which covers the basics of "mind-set".

## 8. Leverage your type strengths

You know that each MBTI type has strengths and blind spots. Take your knowledge a step further and actively use your strengths when leading your MBTI training.

“ My verified type is INFP, and I think that my need to make a difference and make sure everyone is getting what they want from my training is representative of my type. I'm an Expressive, Planful INFP, and I think it shows when I facilitate. Feedback from participants is that my accommodating and thorough approach helps them feel comfortable and open to learning new things.

**Michael Segovia**, Senior Consultant at The Myers-Briggs Company.



## 9. Plan for the unexpected

Workshops don't always go the way you think they will, so it's a good idea to have some contingency plans. For example, how will you debrief an activity if you have no participants representing a certain preference? Scripting or rehearsing in advance what to say in unexpected situations like this one can be a good exercise in using type language while preparing you for less-than-optimal situations.

## 10. Lead by example

If you encounter a biased or judgmental comment, unprofessional conduct, or stereotyping of preferences in your workshop, it's important to respectfully call it out. If you let it slide, you're not aiding the learning of your participants.