

Values Inventory Exercise

Step 1: Rank the following 32 values for “personal life” according to the four point scale.

Step 2: From the “very important” selections, mark the top 5 most important.

Step 3: After you finalize your list, proceed to the work values section or the reflection.

Personal Values Inventory

VALUE	VERY IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	TOP 5
Achievement A sense of accomplishment, success, or contribution	☐	☐	☐	☐	★
Adventure New and challenging experiences	☐	☐	☐	☐	★
Ambition Aspiring to promotion or progress	☐	☐	☐	☐	★
Beauty Aesthetics in nature, art, or life	☐	☐	☐	☐	★
Comfort & Order Tranquility, stability, conformity	☐	☐	☐	☐	★
Community Bringing people together, connectedness & belonging	☐	☐	☐	☐	★
Competition Winning, taking risks	☐	☐	☐	☐	★
Contentness Contentedness/being at peace with yourself	☐	☐	☐	☐	★
Courage Standing up for beliefs	☐	☐	☐	☐	★
Creativity Being imaginative, innovative	☐	☐	☐	☐	★
Discipline Self-controlled, restrained, productive	☐	☐	☐	☐	★
Family well-being Nuclear and/or extended family that is taken care of	☐	☐	☐	☐	★
Financial Security Not spending beyond your means, frugality / practicality	☐	☐	☐	☐	★
Freedom Autonomy, free choice, self-reliant	☐	☐	☐	☐	★
Friendship Close relationships, companionship	☐	☐	☐	☐	★
Generosity Giving, helping without expectation	☐	☐	☐	☐	★
Growth Personal development, learning, realizing potential	☐	☐	☐	☐	★
Health Being physically and mentally well	☐	☐	☐	☐	★
Humility Remaining humble, managing ego, deferring honor	☐	☐	☐	☐	★
Humor Not taking things too seriously, prioritizing laughter	☐	☐	☐	☐	★
Integrity Honesty, sincerity, genuineness	☐	☐	☐	☐	★
Intellect Conceptual, abstract, or symbolic	☐	☐	☐	☐	★
Likeability Being well-liked, known, popular	☐	☐	☐	☐	★
Loyalty Duty, respectfulness, obedience	☐	☐	☐	☐	★
Passion Doing the things you are most excited about	☐	☐	☐	☐	★
Pleasure Fun, laughs, an enjoyable, leisurely life-style	☐	☐	☐	☐	★
Power Control, authority, influence over others	☐	☐	☐	☐	★
Purpose Having a clear mission or driving force in life	☐	☐	☐	☐	★
Religion/Spirituality Strong religious or spiritual beliefs	☐	☐	☐	☐	★
Responsibility Ownership for actions, taking care of others, stewardship	☐	☐	☐	☐	★
Self-respect Self-esteem, confidence, sense of personal identity	☐	☐	☐	☐	★
Wisdom Understanding life, discovering knowledge	☐	☐	☐	☐	★

Work Values Inventory

VALUE	VERY IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	TOP 5
Achievement A sense of accomplishment, success, or contribution	☐	☐	☐	☐	★
Adventure New and challenging experiences	☐	☐	☐	☐	★
Ambition Aspiring to promotion or progress	☐	☐	☐	☐	★
Beauty Aesthetics in nature, art, or life	☐	☐	☐	☐	★
Comfort & Order Tranquility, stability, conformity	☐	☐	☐	☐	★
Community Bringing people together, connectedness & belonging	☐	☐	☐	☐	★
Competition Winning, taking risks	☐	☐	☐	☐	★
Contentness Contentedness/being at peace with yourself	☐	☐	☐	☐	★
Courage Standing up for beliefs	☐	☐	☐	☐	★
Creativity Being imaginative, innovative	☐	☐	☐	☐	★
Discipline Self-controlled, restrained, productive	☐	☐	☐	☐	★
Family well-being Nuclear and/or extended family that is taken care of	☐	☐	☐	☐	★
Financial Security Not spending beyond your means, frugality / practicality	☐	☐	☐	☐	★
Freedom Autonomy, free choice, self-reliant	☐	☐	☐	☐	★
Friendship Close relationships, companionship	☐	☐	☐	☐	★
Generosity Giving, helping without expectation	☐	☐	☐	☐	★
Growth Personal development, learning, realizing potential	☐	☐	☐	☐	★
Health Being physically and mentally well	☐	☐	☐	☐	★
Humility Remaining humble, managing ego, deferring honor	☐	☐	☐	☐	★
Humor Not taking things too seriously, prioritizing laughter	☐	☐	☐	☐	★
Integrity Honesty, sincerity, genuineness	☐	☐	☐	☐	★
Intellect Conceptual, abstract, or symbolic	☐	☐	☐	☐	★
Likeability Being well-liked, known, popular	☐	☐	☐	☐	★
Loyalty Duty, respectfulness, obedience	☐	☐	☐	☐	★
Passion Doing the things you are most excited about	☐	☐	☐	☐	★
Pleasure Fun, laughs, an enjoyable, leisurely life-style	☐	☐	☐	☐	★
Power Control, authority, influence over others	☐	☐	☐	☐	★
Purpose Having a clear mission or driving force in life	☐	☐	☐	☐	★
Religion/Spirituality Strong religious or spiritual beliefs	☐	☐	☐	☐	★
Responsibility Ownership for actions, taking care of others, stewardship	☐	☐	☐	☐	★
Self-respect Self-esteem, confidence, sense of personal identity	☐	☐	☐	☐	★
Wisdom Understanding life, discovering knowledge	☐	☐	☐	☐	★

Top 5 Personal Values

A large, empty rectangular box with a thin brown border, intended for listing the top 5 personal values.

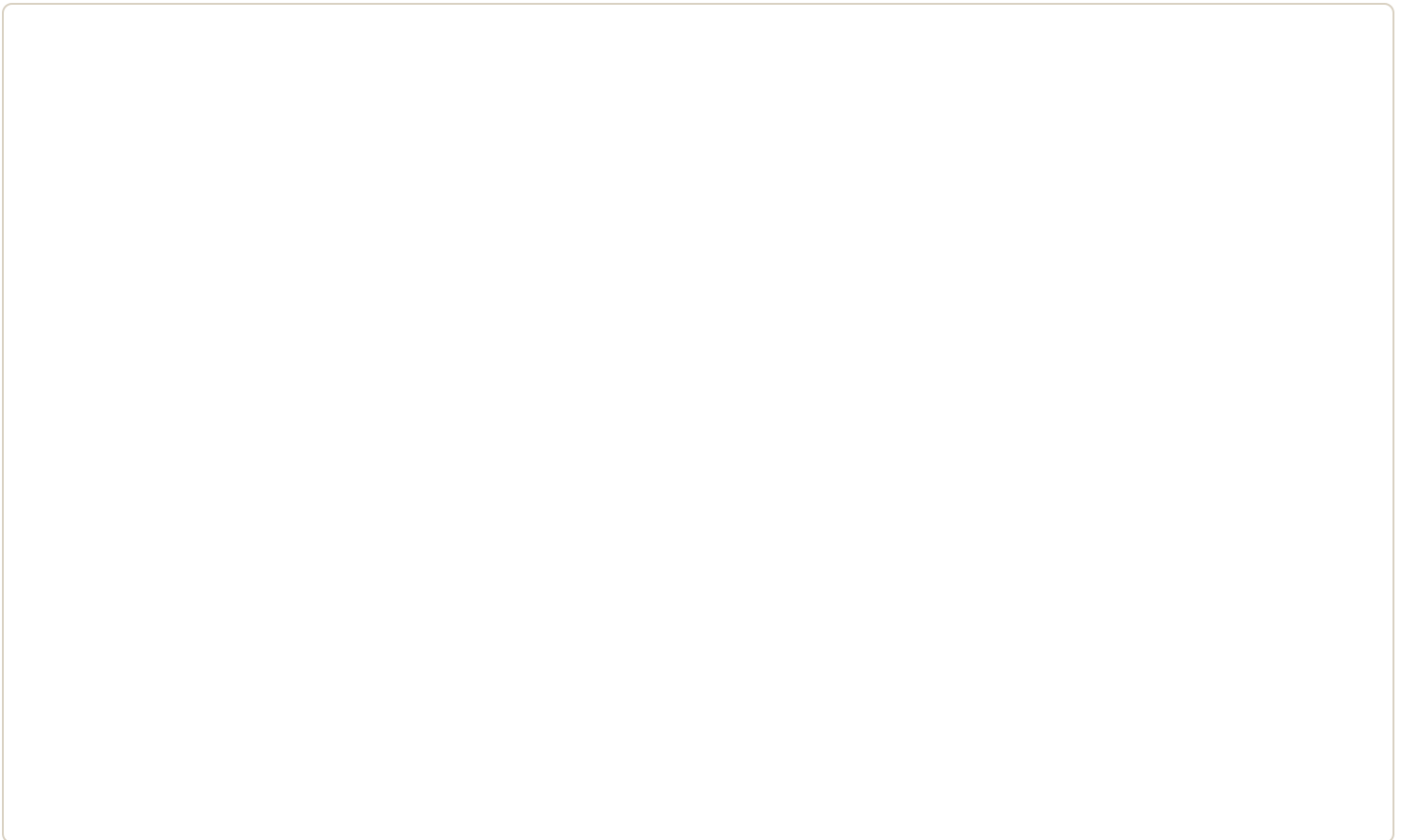
Top 5 Work Values

A large, empty rectangular box with a thin brown border, intended for listing the top 5 work values.

Reflection questions

1. Is there any one value that seemed surprising to you?
2. Are there any areas in your top 5 that are important to you but are neglected in your life?
3. Are there any areas you were surprised did not rank more highly?
4. (Optional) Are there any major disconnects between work life and personal life values?
5. Does this top five list make you want to make any changes in how you spend your time?

NOTES

A large, empty rectangular box with a thin brown border, intended for taking notes.