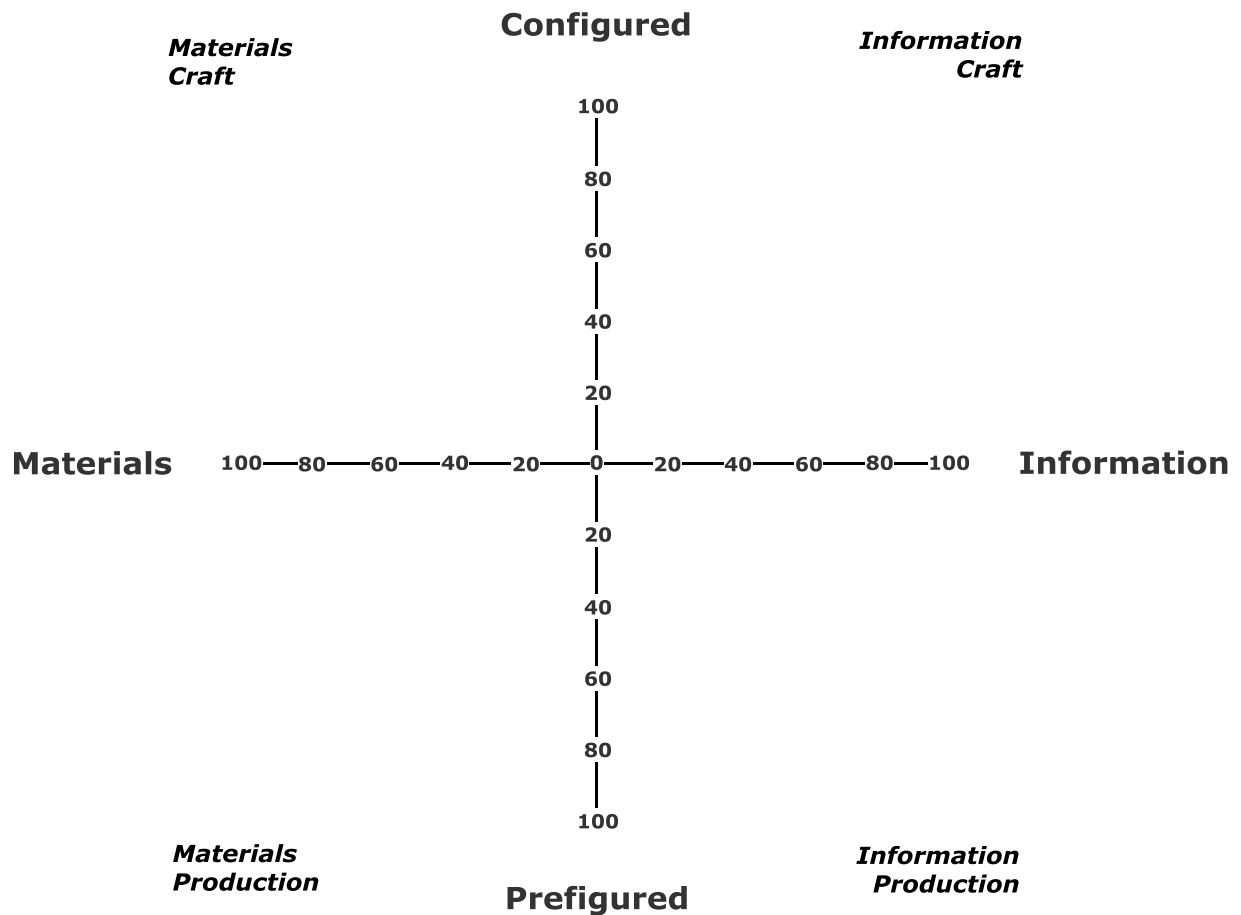


# Work Profile Job Aid

Shown below is a job aid you can use to take stock of your work profile in terms of the four basic kinds of work. You could also use it to gauge the amounts of the different kinds of work being done in a group, unit, process or organization. Each axis is expressed in terms of percentages and runs from zero to 100. Simply place a dot or an X on each of the four axes to indicate the percentage that is prefigured or configured and the percentage that is information-based or materials-based. The percentages on each axis should add up to 100. Once you have placed all four dots, draw a line connecting them. That's your work profile.



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