

## OVERVIEW (6 pages)

### DIPLOMA MBIG (Dip) Member of the British Institute of Graphologists

In order to gain the diploma MBIG (Dip) from the Institute. All students must be **proficient** in the English language and pass **three exams**: Part 1, Part 2 & Part 3.

The requirements for each exam are outlined below. The exams are held annually and there is no time limit set between the three parts.

#### **PART 1 BASIC PRINCIPLES of GRAPHOLOGY**

**Each student will be required to sit a three hour invigilated written paper in London. Overseas students must consult with the Exam Administrator upon registration for guidance.**

The student will be asked to assess one sample of handwriting by completing a set of Part 1 worksheets and answering exam questions under exam conditions.

\* B.I.G. worksheets are available to download from the website for practice:  
<https://members.britishgraphology.org/courses/exams>

#### **PART 2 PSYCHOLOGICAL THEORIES of PERSONALITY applied to graphology**

**Each student will be required to sit a three hour invigilated written paper in London. Overseas students must consult with the Exam Administrator upon registration for guidance.**

The student will be asked to assess one sample of handwriting by completing a synopsis of working notes and a worksheet of \*psychological theories in relation to the sample provided, under exam conditions. Brief reflections may also be required. The student will need to provide one succinct report (300 words) addressed to a third party relating to the handwriting sample.

\* see syllabus for psychologists specified

#### **PART 3 APPLIED GRAPHOLOGY**

**Each student will be required to sit a three hour invigilated written paper in London. Overseas students must consult with the Exam Administrator upon registration for guidance.**

The student will be asked to assess 5 samples of handwriting under exam conditions and undertake a thorough examination of each writing sample. A synopsis interpretation will be required for the handwriting sample provided. The subject of each will incorporate the full syllabus with potential questions based upon recruitment; self-knowledge; career advise and compatibility.

## **SECTION 1**

## **SYLLABUS FOR PART 1**

### **BASIC PRINCIPLES of GRAPHOLOGY**

The process of analysis has three stages:

- A Observation and classification of handwriting features
- B Interpretation of data
- C Compilation of personality profile

#### **A OBSERVATION**

To provide a sound basis from which to prepare a personality profile, the student should be able to:

- 1 observe and classify all the handwriting movements that are present in a script
- 2 adopt an organised and systematic (scientific) method of working and produce a checklist in which the first general impressions, observations and assessments of movements are accurately recorded
- 4 assess the speed, originality, layout and form standard of a script
- 5 recognise all the individual movements and correctly allocate the following categories:
  - a) **Degree of rhythm** – e.g. rhythmic, arrhythmic, stilted etc.
  - b) **Degree of regularity / irregularity** (consistency)
  - c) **Size** with reference to:
    - absolute size
    - individual zonal sizes
    - balance of zones
    - fluctuations of absolute size and / or individual zones
    - increasing / decreasing of letters or words
  - d) **Slant of the downstrokes** in relation to the baseline
  - e) **Degree and placement of pressure** - heavy, medium, light, lateral, varying
  - f) **Type of stroke** - pasty, sharp, distinct, etc.
  - g) **Degree of currency** - good, fair, poor, disturbed, etc.
  - h) **Layout** on the page
    - margins
    - spacing between words, letters, lines, paragraphs
    - address
    - signature
    - envelope
  - i) **Baselines**
    - direction of slope
    - shape
    - spacing
  - j) **Horizontal expansion of letters** (width) - broadness / narrowness
  - k) **Horizontal tension** e.g. well sustained, slack, weak etc.
  - l) **Degree of connection** of letters within words - e.g. connected, disconnected, partial, etc.
  - m) **Form of connection** e.g. copybook, angular, arcade, garland, wavy-line, thread etc.
  - n) **Style** (form of letters) e.g. full, lean, simplified, neglected, enriched, elaborated, printed, calligraphic (stylised), rounded, square
  - o) **Tendencies** - rightward / leftward movements that may be dominant, secondary or

- miscellaneous
- p) **Other movements** starting and ending strokes oval / circle letters  
Capital letters, cover & counter strokes; diacritics & personal pronoun 'I' (PPI)
- q) **Other miscellaneous movements**

## BASIC PRINCIPLES of GRAPHOLOGY

### B INTERPRETATION

To analyse and interpret the data collected the student should be able to:

- 1 complete all sections of the standard B.I.G. worksheets
- 2 discern which handwriting movements are more or less important in any script and grade them as dominant, secondary or miscellaneous
- 3 understand that dominant movements in handwriting reflect dominant personality traits
- 4 know the general meaning and basic interpretation of all the main graphological movements
- 5 understand that an interpretation of a movement is not valid unless it is supported by at least two other movements of similar meaning, and that all interpretations must be listed in the worksheets before being included in the report
- 6 understand the importance of Form Standard and how this has a bearing on interpretation
- 7 assess the correct degree of emphasis or weight that should be given to any interpretation from the frequency and strength of the movements.

### C PROFILING

To integrate working notes and compile a personality profile the student should be able to:

- 1 assemble interpretations appropriately under the following headings:
  - **Vitality and Wellbeing**
  - **Personality**
  - **Social behaviour**
  - **Intellectual qualities**
  - **Working qualities**
  - **Synopsis**

- 2 convert interpretations into succinct sentences using clear, simple language, avoiding terms and expressing any negative interpretations as constructively as possible
- 3 combine interpretations and include contradictory material in a way that is meaningful
- 4 compile an outline sketch of the person as a whole and write a synopsis that reads well, avoiding anomalies under individual headings and between sections.
- 5 understand the application of the Institute's Code of Ethics in all its aspects

**ADDITIONAL STUDENT SUPPORT:** All students are encouraged to attend monthly study groups and read graphology books to support and broaden their graphological knowledge. The B.I.G. have approved a Report Writing Lecture & English language lessons (both free and paid courses) via the UK Training Academy (UKTA) – details can be found on the B.I.G. website <https://members.britishgraphology.org>

## **SECTION 2**

## **SYLLABUS FOR PART 2**

### **PSYCHOLOGICAL THEORIES of PERSONALITY applied to graphology**

The student should study the psychological theories of personality of five psychologists (Freud, Jung, Adler, Fromm and Maslow), paying particular attention to the subjects that are listed below. The student should understand **how these theories may be related to handwriting**, and be able to apply them to gain insight into the personality and behaviour of individual writers.

#### **THE PSYCHOANALYTIC APPROACH**

##### **Sigmund Freud      Theory of 'Psychoanalysis'**

Psychosexual development: oral, anal, phallic, latency and genital stages  
Id, ego, superego  
Defence mechanisms  
Neuroses

#### **THE NEO-PSYCHOANALYTIC APPROACH**

##### **Carl Jung      Theory of 'Analytical Psychology'**

Extraversion / introversion  
Four functions (including inferior function)  
Libido  
Archetypes: animus / anima / persona / shadow / self (individuation)

##### **Alfred Adler      Theory of 'Individual Psychology'**

Children: Pampering / neglect  
Development of inferiority / responses to it  
Adults: Inferiority / superiority complex  
Compensations for inferiority  
Responses to the challenges of life (lifestyle, social interest)  
Character types: Dominant, Getting, Avoiding, Socially useful

##### **Erich Fromm      Theory of 'Social and Cultural Forces'**

Character Types: Non-productive: a) Receptive - dependent on others  
b) Exploitative - takes from others  
c) Hoarding - hoards possessions and feelings  
d) Marketing - values superficial qualities  
Productive: e) Productive - character type for self-development

#### **THE HUMANISTIC APPROACH**

##### **Abraham Maslow      Theory of 'Motivation and Personality'**

Hierarchy of human Needs: Physiological  
Safety  
Love and belonging  
Esteem  
Self-actualisation  
(N.B. details of 'Higher' needs are not required)

## **SECTION 3**

## **SYLLABUS FOR PART 3**

### **APPLIED GRAPHOLOGY**

Practical applications of graphology include the following four areas of specialisation:

- 1. Career Guidance**
- 2. Human Development & Self-knowledge**
- 3. Compatibility**
- 4. Personnel Management**

#### **1 CAREER GUIDANCE**

This section covers the assessment of abilities, potential, intelligence and disposition, in order to assist someone in the choice of vocation. The student should be able to:

- i) indicate in which direction someone's aptitudes lie and which occupation or career might be pursued profitably
- ii) outline what each type of work involves and what qualities are required to do it.

The recommendations should take into account the individual circumstances of the client.

#### **2 HUMAN DEVELOPMENT & SELF KNOWLEDGE**

This section covers the identification of 'problems' and emotional reactions to the domestic environment. The student should:

- i) have an understanding of the development of personality whilst growing to maturity
- ii) have a knowledge of the physical development of men and women, including the effects of puberty on the personality
- iii) be able to identify and establish the extent of any maladjustment
- iv) To help individuals gain a greater understanding of themselves

#### **3 COMPATIBILITY and HUMAN RELATIONSHIPS**

This section covers the relationship(s) between two or more people in business and social spheres, and their degree of compatibility. The student should be able to:

- i) select appropriate factors for comparison in relation to the particular circumstances as outlined in the exam question
- ii) assess the strength / weakness of these selected factors
- iii) illustrate clearly the degree of compatibility

#### **4 PERSONNEL MANAGEMENT & RECRUITMENT**

This section is concerned with human resources in the business sphere with exam questions based upon issues relating to:

- a) Personnel Recruitment** - whether the correct candidate has/is being considered
- b) Team development** – issues relating to monitoring, job development and potential