

Name: _____

Leadership

Chapter Eleven: Skills for Developing Others

- 1: Why are Setting Goals and developing Plans of Action to attain them important?
- 2: What is the most important step in Accomplishing a Goal?
- 3: Why should goals be Specific and Observable?
- 4: Why must goals be Realistic and Challenging?
- 5: Why is Commitment important to the achievement of goals?
- 6: Why is Feedback important in the performance of goals?
- 7: Define Constructive Feedback.
- 8: Identify and explain the Six Tips for Improving Feedback Skills.
- 9: Explain the Criteria for Evaluative Feedback.
- 10: Why is it important to Avoid Blame or Embarrassment when providing feedback?

11: Define Team Building and its importance.

12: Explain the Rocket Model and each of its Eight Components.

13: Explain Delegation, its impact and importance.

14: Identify Common Reasons for Avoiding Delegation.

15: What are the Principles of Effective Delegation?

16: Define Coaching.

17: Explain the importance and process of Forging a Partnership.

18: Explain the GAPS Analysis for an Employee.

19: Outline and explain the importance of a Development Plan.

20: How can a leader capitalize on a Coachable Moment?

Briefly share your thoughts on how the material outlined in this chapter can impact your life: