

# STAFF MANAGEMENT THROUGH TEAM BUILDING QUIZZES

## LESSON 2

### LEARNING STYLES AND EXPECTATIONS

#### SHORT ANSWER

1. Name three major learning styles.
2. How does understanding the different learning styles of the yearbook staff help all of you work together?

#### FILL IN THE BLANK

1. People who prefer verbal instructions are \_\_\_\_\_ learners.
2. People who like to jump right in and try things are \_\_\_\_\_ learners.
3. \_\_\_\_\_ learners like to see demonstrations and diagrams.
4. People who prefer face-to-face meetings are \_\_\_\_\_ learners.
5. The \_\_\_\_\_ learner takes notes.
6. The staff member most likely to read the instructions that come with cameras and other equipment are \_\_\_\_\_ learners.
7. Your friends who like to talk on the phone are probably \_\_\_\_\_ learners.
8. \_\_\_\_\_ learners gesture when they talk.

## LESSON 4

# LEADERS, ADVISERS AND TEAMWORK

## TRUE OR FALSE

- T F Good leaders are needed at all levels of a strong organization.
- T F Good leaders expect people to pay attention to what they (the leaders) say, not what they do.
- T F Good leaders realize the importance of consistently applying the same standards to everyone, including themselves.
- T F People want to hear only positive feedback about their work.
- T F A positive self-image is contagious.
- T F Effective leaders are always learning and taking risks.
- T F Good leaders avoid confronting people about problems because confrontations can create unpleasant situations.
- T F When the yearbook leaders do something wrong, the yearbook adviser should step in and take over.

## LESSON 5

# PULLING TOGETHER

## TRUE OR FALSE

- T F Communication is an important factor in effective teamwork.
- T F It's OK if a couple of staff members slack off now and then, since there are several staff members to carry the workload.
- T F Staff diversity means there may be disagreements, so a positive work environment is needed to allow for constructive debate of ideas.
- T F Staff leaders are the role models for effective teamwork.

- T F An effective team member does only their assigned work.
- T F It's the yearbook adviser's job to resolve staff conflicts.
- T F Compromise is a part of being a good team player.
- T F All members of the staff can be team motivators, not just the leaders.

## SHORT ANSWER

1. What are the similarities between a sports team and a yearbook staff?