## Anticipation Guide – Creating an Effective Work Environment

Prior to the start of this lesson, place a check mark by each statement you **THINK** is true. At the conclusion of the lesson reread each statement and place a check mark by each statement you **KNOW** is true. Provide information that PROVES other statements are not true. You may use the back of this sheet if additional space is needed.

<table>
<thead>
<tr>
<th>Knowledge before the lesson</th>
<th>Statements</th>
<th>Knowledge after lesson</th>
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</thead>
<tbody>
<tr>
<td>1. Character, judgment, ethics, respect, trust, and vision are all a part of being a good leader.</td>
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<td>2. Desirable leadership skills vary by the situation, but generally a leader needs to be an effective communicator, must motivate others and understand how to use the planning process to solve problems.</td>
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<td>3. A step to becoming a good leader may include discounting the qualities of recognized good leaders.</td>
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<td>4. Authoritarian leadership can be ineffective when developing a strong sense of team is the goal.</td>
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<td>5. Laissez-faire leadership can be effective when group is motivated and/or a sense of team exists</td>
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<td>6. Teamwork means combining individual efforts to reach a shared goal.</td>
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<td>7. The roles of members of a group vary and may be determined by the activity or problem to be addressed, but generally a group will not need structure and leadership to proceed.</td>
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<td>8. The SCANS report presents a set of foundation skills and workplace competencies deemed essential for work world success today.</td>
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