



UNIT-4
LEARNING AND MOTIVATION
WORKSHEET-4

- 1) Leadership is best defined as []
 - A) Forcing employees to work
 - B) Influencing others to achieve goals
 - C) Delegating tasks only
 - D) Monitoring performance

- 2) Power differs from authority because power []
 - A) Is always formal
 - B) Comes from position only
 - C) Can be informal
 - D) Is always legal

- 3) Authority in an organization is: []
 - A) Personal influence
 - B) Right to give orders
 - C) Emotional control
 - D) Motivation technique

- 4) Autocratic leadership style is characterized by: []
 - A) Employee participation
 - B) Leader-centered decisions
 - C) Freedom to workers
 - D) No supervision



- 5) Democratic leadership style involves: []
- A) No rules
 - B) Leader domination
 - C) Employee participation
 - D) Strict control
- 6) Behavioral leadership theory focuses on: []
- A) Traits of leaders
 - B) Leader behavior
 - C) Organizational structure
 - D) Motivation only
- 7) Situational leadership suggests that: []
- A) One style fits all situations
 - B) Leadership depends on situation
 - C) Leadership is fixed
 - D) No leadership is required
- 8) A leader as a mentor mainly: []
- A) Punishes employees
 - B) Guides and develops employees
 - C) Avoids interaction
 - D) Controls strictly
- 9) Leadership during crisis requires: []
- A) Delay in decisions
 - B) Clear communication and quick action
 - C) Ignoring employees
 - D) Avoiding responsibility
- 10) Handling employee complaints effectively requires: []
- A) Ignoring issues
 - B) Listening actively
 - C) Blaming employees
 - D) Delaying response



- 11) Team leadership focuses on: []
- A) Individual work only
 - B) Coordination and collaboration
 - C) Isolation
 - D) Competition only
- 12) Motivation can be defined as: []
- A) Physical strength
 - B) Internal drive to act
 - C) External pressure only
 - D) Authority
- 13) Which of the following is an intrinsic motivation? []
- A) Salary
 - B) Bonus
 - C) Job satisfaction
 - D) Promotion
- 14) According to Maslow's Needs Hierarchy Theory, the highest need is: []
- A) Safety needs
 - B) Social needs
 - C) Esteem needs
 - D) Self-actualization
- 15) Herzberg's Two Factor Theory includes:[]
- A) Hygiene and motivators
 - B) X and Y theory
 - C) Basic and advanced needs
 - D) Internal and external factors



FILL IN THE BLANKS

- 1) Leadership is the ability to _____ others to achieve organizational goals.
- 2) _____ refers to the formal right to give orders and make decisions.
- 3) Power can be both formal and _____ in nature.
- 4) In an autocratic leadership style, decision-making is _____ in the leader.
- 5) Democratic leadership encourages _____ of employees in decision-making.
- 6) Behavioral leadership theory focuses on the _____ of leaders rather than their traits.
- 7) Situational leadership states that leadership style should change according to the _____.
- 8) A leader acting as a mentor helps in _____ employee development.
- 9) Effective leadership during crisis requires quick decisions and clear _____.
- 10) Handling complaints effectively requires active _____ to employees or customers.
- 11) Team leadership promotes coordination and _____ among members.
- 12) Motivation is an _____ drive that encourages individuals to act.
- 13) Job satisfaction is an example of _____ motivation.
- 14) According to Maslow, _____ needs are at the top of the hierarchy.
- 15) Herzberg classified factors into hygiene factors and _____.



NARSIMHA REDDY ENGINEERING COLLEGE

An Autonomous Institution | Affiliated to JNTUH | Approved by AICTE
Accredited by NBA & NAAC with 'A' Grade