

**LBDQ XII English Version**

**Sample List of Demographic Information, often customized**

No. \_\_\_\_\_ My Nationality is: \_\_\_\_\_

I am (circle): A. Male B. Female

My age is (years) : \_\_\_\_\_

I have worked in this country a my entire working career: \_\_\_\_\_

Or, I have worked elsewhere, and have worked in this country for \_\_\_\_\_ years. Or,

list other counties: \_\_\_\_\_

My job classification level is, circle one:

A. CEO B. Senior Manger C. Middle Manager D. Supervisor E. Worker

Circle your type business here, A. government/education, B. manufacturing industry,

C. marketing, D. financial services, E. other services, or write in if other: \_\_\_\_\_

My Organisation is, circle:

A. Government/education B. State enterprise C. Private enterprise D. Mixed

The size of my organization is: Estimate number of employees: \_\_\_\_\_

In my country this is considered, circle: A. Large B. Medium C. Small D. Micro

My education level is:

A. \_\_\_\_\_ Attended elementary/middle school C. \_\_\_\_\_ Graduated from 4-year college

B. \_\_\_\_\_ Graduated from Senior Middle School

E. \_\_\_\_\_ Have post-graduate degree

C. \_\_\_\_\_ Graduated from 2 or 3 year college programme

In what kind of a place did you grow up? (circle):

A. Large City B. Small City C. Suburb D. Farm / Countryside

With regard to religion, with which religious group do you identify? (circle)

A. Buddhist B. Daoist / Taoist C. Protestant Christianity D. Catholic Christianity

E. Islam/Muslim F. Other (please write the name of the group here): \_\_\_\_\_

G. None

No. \_\_\_\_\_

IDEAL LEADER BEHAVIOUR DESCRIPTION QUESTIONNAIRE – FORM XII

*Purpose of the Questionnaire*

On the following pages is a list of items that may be used to describe the behaviour of a supervisor as you think he or she should act, the ideal supervisor. Although some items may appear similar, they express differences that are important in the description of leadership. Each item should be considered as a separate description. This is not a test of ability or consistency in making answers. Its only purpose is to make it possible for you to describe, as accurately as you can, the behaviour of an ideal supervisor.

- a. READ each item carefully.
- b. THINK about how frequently the leader engages in the behaviour described by the item.
- c. DECIDE whether he/she (A) *always*, (B) *often*, (C) *occasionally*, (D) *seldom* or (E) *never* acts as described by the item.
- d. X over *one* of the five letters (A B C D E) following the item to show the answer you have selected.
- e. MARK your answers as shown in the example below.

Example: Often acts as described	A	X	C	D	E
Example: Never acts as described	A	B	C	D	X

A=Always B=Often C=Occasionally D=Seldom E=Never

1. Acts as the spokesman of the group <b>опатор</b>	2.	A	B	C	D	E
2. Waits patiently for the results of a decision	3.	A	B	C	D	E
3. Makes pep talks to stimulate the group	4.	A	B	C	D	E
4. Lets group members know what is expected of them	5.	A	B	C	D	E
5. Allows the members complete freedom in their work	6.	A	B	C	D	E
6. Is hesitant about taking initiative in the group	7.	A	B	C	D	E
7. Is friendly and approachable	8.	A	B	C	D	E
8. Encourages overtime work	9.	A	B	C	D	E
9. Makes accurate decisions	10.	A	B	C	D	E
10. Gets along well with the people above him/her	11.	A	B	C	D	E
11. Publicises the activities of the group	12.	A	B	C	D	E
12. Becomes anxious when he/she cannot find out what is coming next	13.	A	B	C	D	E
13. His/her arguments are convincing	14.	A	B	C	D	E
14. Encourages the use of uniform procedures	15.	A	B	C	D	E
15. Permits the members to use their own judgement in solving problems	16.	A	B	C	D	E
16. Fails to take necessary action	17.	A	B	C	D	E
17. Does little things to make it pleasant to be a member of the group	18.	A	B	C	D	E
18. Stresses being ahead of competing groups	19.	A	B	C	D	E

19. Keeps the group working together as a team	20.	A	B	C	D	E
A=Always B=Often C=Occasionally D=Seldom E=Never						
20. Keeps the group in good standing with higher authority	21.	A	B	C	D	E
21. Speaks as the representative of the group	22.	A	B	C	D	E
22. Accepts defeat in stride	23.	A	B	C	D	E
23. Argues persuasively for his/her point of view	24.	A	B	C	D	E
24. Tries out his/her ideas in the group	25.	A	B	C	D	E
25. Encourages initiative in the group members	26.	A	B	C	D	E
26. Lets other persons take away his/her leadership in the group	27.	A	B	C	D	E
27. Puts suggestions made by the group into operation	28.	A	B	C	D	E
28. Needles members for greater effort	29.	A	B	C	D	E
29. Seems able to predict what is coming next	30.	A	B	C	D	E
30. Is working hard for a promotion	31.	A	B	C	D	E
31. Speaks for the group when visitors are present	32.	A	B	C	D	E
32. Accepts delays without becoming upset	33.	A	B	C	D	E
33. Is a very persuasive talker	34.	A	B	C	D	E
34. Makes his/her attitudes clear to the group	35.	A	B	C	D	E
35. Lets the members do their work the way they think best	36.	A	B	C	D	E
36. Lets some members take advantage of him/her	37.	A	B	C	D	E
37. Treats all group members as his/her equals	38.	A	B	C	D	E
38. Keeps the work moving at a rapid pace	39.	A	B	C	D	E
39. Settles conflicts when they occur in the group	40.	A	B	C	D	E
40. His/her superiors act favourably on most of his/her suggestions	41.	A	B	C	D	E
41. Represents the group at outside meetings	42.	A	B	C	D	E
42. Becomes anxious when waiting for new developments	43.	A	B	C	D	E
43. Is very skilful in an argument	44.	A	B	C	D	E
44. Decides what shall be done and how it shall be done	45.	A	B	C	D	E
45. Assigns a task, then lets the members handle it	46.	A	B	C	D	E
46. Is the leader of the group in name only	47.	A	B	C	D	E
47. Gives advance notice of changes	48.	A	B	C	D	E
48. Pushes for increased production	49.	A	B	C	D	E
49. Things usually turn out as he/she predicts	50.	A	B	C	D	E
50. Enjoys the privileges of his/her position	51.	A	B	C	D	E
51. Handles complex problems efficiently	52.	A	B	C	D	E

52. Is able to tolerate postponement and uncertainty	53.	A	B	C	D	E
53. Is not a very convincing talker	54.	A	B	C	D	E
A=Always B=Often C=Occasionally D=Seldom E=Never						
54. Assigns group members to particular tasks	55.	A	B	C	D	E
55. Turns the members loose on a job, and lets them go to it	56.	A	B	C	D	E
56. Backs down when he/she ought to stand firm	57.	A	B	C	D	E
57. Keeps to himself/herself	58.	A	B	C	D	E
58. Asks the members to work harder	59.	A	B	C	D	E
59. Is accurate in predicting the trend of events	60.	A	B	C	D	E
60. Gets his/her superiors to act for the welfare of the group members	61.	A	B	C	D	E
61. Gets swamped by details	62.	A	B	C	D	E
62. Can wait just so long, then blows up	63.	A	B	C	D	E
63. Speaks from a strong inner conviction	64.	A	B	C	D	E
64. Makes sure that his/her part in the group is understood	65.	A	B	C	D	E
65. Is reluctant to allow the members any freedom of action	66.	A	B	C	D	E
66. Lets some members have authority that he/she should keep	67.	A	B	C	D	E
67. Looks out for the personal welfare of group members	68.	A	B	C	D	E
68. Permits the members to take it easy in their work	69.	A	B	C	D	E
69. Sees to it that the work of the group is co-ordinated	70.	A	B	C	D	E
70. His/her word carries weight with superiors	71.	A	B	C	D	E
71. Gets things all tangled up	72.	A	B	C	D	E
72. Remains calm when uncertain about coming events	73.	A	B	C	D	E
73. Is an inspiring talker	74.	A	B	C	D	E
74. Schedules the work to be done	75.	A	B	C	D	E
75. Allows the group a high degree of initiative	76.	A	B	C	D	E
76. Takes full charge when emergencies arise	77.	A	B	C	D	E
77. Is willing to make changes	78.	A	B	C	D	E
78. Drives hard when there is a job to be done	79.	A	B	C	D	E
79. Helps group members settle their differences	80.	A	B	C	D	E
80. Gets what he/she asks for from his/her superiors	81.	A	B	C	D	E
81. Can reduce a madhouse to system and order	82.	A	B	C	D	E
82. Is able to delay action until the proper time occurs	83.	A	B	C	D	E
83. Persuades others that his/her ideas are to their advantage	84.	A	B	C	D	E
84. Maintains definite standards of performance	85.	A	B	C	D	E

85. Trusts members to exercise good judgement	86.	A	B	C	D	E
86. Overcomes attempts made to challenge his/her leadership	87.	A	B	C	D	E
87. Refuses to explain his/her actions	88.	A	B	C	D	E
A=Always B=Often C=Occasionally D=Seldom E=Never						
88. Urges the group to beat its previous record	89.	A	B	C	D	E
89. Anticipates problems and plans for them	90.	A	B	C	D	E
90. Is working his/her way to the top	91.	A	B	C	D	E
91. Gets confused when too many demands are made of him/her	92.	A	B	C	D	E
92. Worries about the outcome of any new procedure	93.	A	B	C	D	E
93. Can inspire enthusiasm for a project	94.	A	B	C	D	E
94. Asks that group members follow standard rules and regulations	95.	A	B	C	D	E
95. Permits the group to set its own pace	96.	A	B	C	D	E
96. Is easily recognised as the leader of the group	97.	A	B	C	D	E
97. Acts without consulting the group	98.	A	B	C	D	E
98. Keeps the group working up to capacity	99.	A	B	C	D	E
99. Maintains a closely knit group	100.	A	B	C	D	E
100. Maintains cordial relations with superiors	100.	A	B	C	D	E