

Delegation Evaluation Quiz

Scoring: Using a scale 1 - 5 with 5 highest

Insert number between 1 - 5 for column A and B

Total both columns and subtract column A from B, this is your score

Score	A	Score	B
	When Leading a crew, I always look for thing that the crew members can do		When I am leading a crew, I try to do everything myself
	I let crew members make decisions about details. I pay attention to the whole job		I decide how to do the work. I use most of my time giving advice to the crew members.
	I ask crew members to do things I know that that can do.		I do not know if the crew can do the job or not. I just give orders.
	I give crew members jobs that will help them learn.		I do not challenge crew members to learn. I only give simple jobs.
	I always give crew members clear instructions. They know what I want and when I want it.		I often give crew members unclear instructions. My orders are confusing.
	Crew members can ask me questions. I will help them when they ask for help.		When I give an order, I do not want to hear questions from the crew members.
	I let crew members make decisions about details of the job		Crew members have to check with me before making any decision about the job.
	I ask crew members for their suggestions about how to do jobs.		I never ask the crew for advice about a job.
	I will watch a new crew member to make sure that he or she can do the job.		I do not have time to watch new crew members. I assume they know their jobs.
	I let the crew do the job their way, as long as no mistakes are made.		I expect the crew to do the job my way. I watch them to make sure they do it my way.
	I talk to crew members about how they can improve their work. I praise them for what they are doing right.		If something goes wrong, I look for someone to blame. I will chew out a crew member who makes mistakes.
	If I have to change the way in which a crew member is doing a job, I will talk to the person before giving them and order		If I feel I have to, I will order a crew member to change what they are doing without talking to them about it.
	When I report to my supervisor, I take full responsibility for what my crew has done.		I like to have someone else to blame in case something goes wrong

Scoring Guide:

45 - 52	very good delegation skills
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37 - 45	good delegation skills
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36 and below	delegations skills need improvement
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