

LEADER BEHAVIOR DESCRIPTION QUESTIONNAIRE

Developed by staff members of
The Ohio State Leadership Studies

Name of Leader being Described _____

Name of Group Which He/She Leads _____

Your Name _____

On the following pages is a list of items that may be used to describe the behavior of your supervisor. Each item describes a specific kind of behavior, but does not ask you to judge whether the behavior is desirable or undesirable. This is not a test of ability. It simply asks you to describe, as accurately as you can, the behavior of your supervisor.

Note: The term, “*group*” as employed in the following items, refers to a department, division, or other unit of organization which is supervised by the person being described.

The term “*members,*” refers to all the people in the unit of organization which is supervised by the person being described.

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DIRECTIONS:

- a. READ each item carefully.
- b. THINK about how frequently the leader engages in the behavior described by the item.
- c. DECIDE whether he/she (A) Always (B) Often, (C) Occasionally, (D) Seldom or (E) Never act as described by the item.
- d. DRAW A CIRCLE around one of the five letters (A B C D E) following the item to show the answer you selected.

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

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|--|---|---|---|---|---|
| 1. Does personal favors for group members. | A | B | C | D | E |
| 2. Makes his/her attitudes clear to the group | A | B | C | D | E |
| 3. Does little things to make it pleasant to be a member of the group. | A | B | C | D | E |
| 4. Tries out his/her new ideas with the group. | A | B | C | D | E |
| 5. Acts as the real leader of the group. | A | B | C | D | E |
| 6. Is easy to understand. | A | B | C | D | E |
| 7. Rules with an iron hand. | A | B | C | D | E |
| 8. Finds time to listen to group members. | A | B | C | D | E |
| 9. Criticizes poor work. | A | B | C | D | E |
| 10. Gives advance notice of changes. | A | B | C | D | E |
| 11. Speaks in a manner not to be questioned. | A | B | C | D | E |
| 12. Keeps to himself/herself. | A | B | C | D | E |
| 13. Looks out for the personal welfare of individual group members. | A | B | C | D | E |

- | | | | | | |
|---|---|---|---|---|---|
| 14. Assigns group members to particular tasks. | A | B | C | D | E |
| 15. Is the spokesperson of the group. | A | B | C | D | E |
| 16. Schedules the work to be done. | A | B | C | D | E |
| 17. Maintains definite standards of performance. | A | B | C | D | E |
| 18. Refuses to explain his/her action. | A | B | C | D | E |
| 19. Keeps the group informed. | A | B | C | D | E |
| 20. Acts without consulting the group. | A | B | C | D | E |
| 21. Backs up the members in their actions. | A | B | C | D | E |
| 22. Emphasizes the meeting of deadlines. | A | B | C | D | E |
| 23. Treats all group members as his/her equals | A | B | C | D | E |
| 24. Encourages the use of uniform procedures. | A | B | C | D | E |
| 25. Gets what he/she asks for from his/her superiors. | A | B | C | D | E |
| 26. Is willing to make changes. | A | B | C | D | E |
| 27. Makes sure that his/her part in the organization is understood
by group members. | A | B | C | D | E |
| 28. Is friendly and approachable. | A | B | C | D | E |
| 29. Asks that group members follow standard rules and regulations. | A | B | C | D | E |
| 30. Fails to take necessary action. | A | B | C | D | E |
| 31. Makes group members feel at ease when talking with them. | A | B | C | D | E |
| 32. Lets group members know what is expected of them. | A | B | C | D | E |
| 33. Speaks as the representative of the group. | A | B | C | D | E |
| 34. Puts suggestions made by the group into operation. | A | B | C | D | E |
| 35. Sees to it that group members are working up to capacity. | A | B | C | D | E |
| 36. Lets other people take away his/her leadership in the group | A | B | C | D | E |

37. Gets his/her superiors to act for the welfare of the group members. A B C D E
38. Gets group approval in important matters before going ahead. A B C D E
39. Sees to it that the work of group members is coordinated. A B C D E
40. Keeps the group working together as a team. A B C D E