

# S-CUBE Pre-Trial Survey

All information collected will be held in the strictest confidence.

## PART 1: About You

Name .....

Age: (Please tick)

< 18 yrs

19 – 35 yrs

36 – 50 yrs

51 – 65 yrs

65 > yrs

Sex:

Male

Female

Your Organisation .....

Job Role .....

Contact details (tel. no/email) in case we need to contact you direct

.....

Today's Date .....

## PART 2: Soft Skills Self Evaluation A

### Instructions

Use the following ten-point scale to rate yourself on the twenty situations, as outlined on the next page. Read over the descriptions and determine how much it characterises you in your relationships with other people.

### Rating scale

10 EXTREMELY CHARACTERISTIC

9 VERY CHARACTERISTIC

8 QUITE CHARACTERISTIC

7 PRETTY CHARACTERISTIC

6 FAIRLY CHARACTERISTIC

5 SOMEWHAT CHARACTERISTIC

4 FAIRLY UNCHARACTERISTIC

3 PRETTY UNCHARACTERISTIC

2 QUITE UNCHARACTERISTIC

1 EXTREMELY UNCHARACTERISTIC

I do this consistently

I do this nearly all the time

I do this most of the time

I do this a good deal of the time

I do this frequently

I do this on occasions

I seldom do this

I hardly ever do this

I almost never do this

I never do this

Answer on a scale of 1 to 10 where:

10 EXTREMELY CHARACTERISTIC

I do this consistently

Descriptions	Rating (1-10 see above)
1. I am open and candid in my dealings with others, as opposed to being closed, cautious, and under wraps in my relationships.	
2. I hear, respect, and accept the comments and reactions of others, as opposed to responding defensively, dismissing them as of little value, or turning a deaf ear on their observation.	
3. I specifically test for agreement and commitment to joint or team decisions, as opposed to assuming that all are committed if no one openly disagrees.	
4. I readily admit to confusion or lack of knowledge when I feel that I have little information about a topic under discussion as opposed to trying to bluff, feigning understanding, or insisting that my opinions are right.	
5. I show my concern that others know where I stand on relevant issues, as opposed to being basically indifferent to others knowledge of me or just unrevealing in my comments.	
6. I take the initiative in getting feedback from other members, as opposed to waiting passively for others to offer their comments of their own accord.	
7. I "level" with others and describe how I feel about what they do and how they do it, as opposed to covering up, taking tolerance or denying any reaction.	
8. My comments are relevant and pertinent to the real issues at hand in the team, as opposed to being "frothy" and off-target or attempts at camouflage.	
9. I try to understand how others are feeling and work hard at getting information from them, which will help me do this, as opposed to appearing indifferent, showing superficial concern or being basically insensitive.	
10. I value and encourage reactions equally from others, as opposed to being selective in my quest for feedback or treating some contributions as inferior.	
11. I am openly affectionate toward others when I feel I like them, as opposed to being inhibited, restrained, or acting embarrassed.	
12. I help others participate and work to support and draw everyone into a group discussion, as opposed to fending only for myself and leaving participation up to each individual.	
13. I take risk with others and expose highly personal information, both emotional and intellectual, when it is pertinent, as opposed to playing it safe, as if I don't trust others.	
14. I welcome and appreciate other's attempts to help me, no matter how critical or direct their feedback, as opposed to acting hurt, sulking, indifference, or rejecting them outright.	
15. I openly try to influence an individual or a group, as opposed to being manipulative.	
16. I press for additional information when they, anger me as opposed to acting unaffected, restrained, or over controlled.	
17. I am openly hostile towards others when they anger me, as opposed to acting unaffected, restrained, or over controlled.	
18. I encourage collaboration on problems and solicit others definitions and solutions on mutual problems, as opposed to insisting on mechanical decision rules or trying to railroad my own judgment through.	
19. I am spontaneous and say what I think no matter how "far out" it may seem, as opposed to monitoring my contributions so that they are in line with prevailing thought or more acceptable to others.	
20. I give support to others who are on the spot and struggling to express themselves intelligently and emotionally, as opposed to letting them flounder or trying to move on without them.	

### PART 3: Soft Skills Self Evaluation B

Please read the following definitions of soft skills and rate yourself on a scale of 1 to 5 (where 1 is Very Strong and 5 is Very Weak) according to how you perceive yourself against each skill. For each skill, tick one box.

SKILL	1 Very Strong	2	3	4	5 Very Weak
<b>EFFECTIVE LEADERSHIP</b> the ability to motivate people to work effectively towards goals in a collective fashion					
<b>COMMUNICATION</b> being able to impart information in a clear, precise and unambiguous way.					
<b>CONFLICT RESOLUTION</b> the ability to facilitate a process whereby conflict is resolved between parties.					
<b>ABILITY TO INFLUENCE</b> the ability to offer reasoned debate on a subject, so as to persuade and gain agreement.					
<b>PERSONAL EFFECTIVENESS</b> the ability to consider one's own personal effect on matters and measure effectiveness in that context.					
<b>ACTIVE LISTENING</b> being able to engage with others in a way that assures them that you are listening, fully understanding and considering what is being said (ideas, feelings, thoughts).					
<b>CREATIVE PROBLEM SOLVING</b> being able to approach problems from a number of perspectives, thus increasing the possibilities of successful solutions.					
<b>STRATEGIC THINKING</b> contextualizing thinking into a wider sphere, so all possibilities and outcomes are visible.					
<b>DECISION MAKING</b> being able to reflect on all implications and considerations and arrive at an informed decision.					

	1 Very Strong	2	3	4	5 Very Weak
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<p><b>TEAM BUILDING</b> being able to generate a positive spirit and attitude amongst workers which incorporates positivity, happiness and positive outcomes for the organization.</p>					
<p><b>BEING ABLE TO CONVINC</b> the ability to win people over to one's own way of thinking by presenting rational and best ideas that show a better route and outcome to a concept or action.</p>					
<p><b>FLEXIBILITY</b> being able to display an understanding that situations can change and consequently plans may have to be re-visited. Rigidity when dealing with human beings can be problematic.</p>					
<p><b>UNDERSTANDING RELATIONSHIPS</b> the ability to understand the dynamics between individuals and groups so as to read the 'sub-text' of how people are interacting and re-acting.</p>					
<p><b>CONSULTATION</b> appreciating the significance of people's opinions, particularly when important decisions are to be made.</p>					
<p><b>SELF AWARENESS</b> the ability to know oneself, both physically and mentally at any given time and the effect that is having on oneself and others.</p>					
<p><b>JUDGEMENT</b> the ability to consider and comprehend all factors relating to reaching an understanding of a situation.</p>					
<p><b>RESILIENCE</b> being able to 'bounce back' and resume effectiveness in the face of a set back or failure.</p>					

**PART 4: Open Questions (Please respond to all four questions)**

1. What are the reasons why you have become involved in participating in this trial?
2. What benefits do you hope to gain from participating in this trial?
3. Have you any experience of using e-learning as a method of training, and if so, what form(s) did that take?
4. What is your current view regarding the potential of e-learning as a method of training for soft-skills development?

**Thank you for completing the pre-trial survey.**