

Change Management – Leading Through Change – Questionnaire



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Are you ready to assess your change management skills?

Here's your chance to evaluate how well you lead and manage change back in the workplace. Answer the statements below by ticking the number related to your response. Please be as honest as you can.

To score the questions use the personal rating key in red (below) related to your reply. For example question 1, 'I try to anticipate and lead change within my organisation', if you feel you never do this enter a score of **1**, if you feel you do this occasionally enter a score of **2**, if you feel you do this frequently enter a score of **3** and if you feel you do this always enter a score of **4**.

Once you have completed all of the questions – add together your score responses from question 1 to 32. To find out how you scored please click on the 'change results' tab on www.neenabaid.com

Statement	Score
Personal rating key : Scores Never =1, Occasionally = 2, Frequently = 3, Always = 4	Enter your personal rating
1. I try to anticipate and lead change within my organisation	
2. I make full use of the latest worthwhile IT developments	
3. I take any competitive, technological and market changes very seriously	
4. I look for opportunities for radical as well as continuous change	
5. I like to be different and seek productive ways of creating difference	
6. I take an open minded approach towards new ideas and possibilities	
7. I link change to any known needs of the customer	
8. I involve customers and suppliers in my plans for change	
9. I break change projects down into manageable components	
10. I obtain peoples agreements to the actions demanded of them	
11. I use quick-fix changes for instant results early in the change programme	
12. I keep my change philosophy simple and concise	
13. I make a full and careful business case for changes and change projects	
14. I consult widely in the process of deciding on strategy and action	
15. I use and develop teams as the basic units of change management	
16. I plan well ahead for the long term pay offs of change.	
17. I am careful not to create over-optimistic or over pessimistic	

expectations	
18. I make sure everybody knows the answer to 'What's it in for me?'	
19. I anticipate adverse reactions and plan how to deal with them	
20. I share relevant information with colleagues and staff as soon as possible	
21. My own behaviour is flexible and highly adaptable to changing needs	
22. I seize opportunities to reward, celebrate and encourage successful change	
23. I have effective and adaptable contingency plans available	
24. I use well designed pilots and experiments to test my change plans	
25. I work closely with like-minded people who are keen to change	
26. I encourage people to speak their minds openly and to air their concerns	
27. I tackle resistance to change promptly, fairly, and vigorously	
28. I review and revise the assumptions that underlie the change plan	
29. I start the next change project as another draws to a close	
30. I use quantitative measurement to obtain the results that I want	
31. I ensure that thorough training keeps people up to date with the change	
32. I use self-appraisal to check on myself and the organisation	
Total:	

[To find out how you scored please click on the 'change results' tab on www.neenabaid.com](http://www.neenabaid.com)