

MIDDLE OR HIGH SCHOOL LEADERSHIP UNIT 2: COMMUNICATION, TEAMWORK & CONFLICT RESOLUTION QUIZ & STUDY GUIDE

Name: _____ Date: _____ Class Period: _____

QUIZ 11-12-13-14

Matching 11-12 Match each term to the correct definition below:

- A. Active listening
- B. Verbal Communication
- C. Nonverbal Communication
- D. Conflict
- E. Feedback
- F. Mediator
- G. Facilitator
- H. Conciliator

Definitions:

1. _____ Using words to share ideas or information
2. _____ Using facial expressions, gestures, or body language
3. _____ Listening closely to understand the speaker before responding
4. _____ Helpful responses given to improve performance or behavior
5. _____ A disagreement or difference of needs, ideas, or values
6. _____ A neutral person who helps others find other solutions
7. _____ A person who avoids conflict and tries to keep the peace

13. What is the main goal of active listening?

- A. Making a point
- B. Hearing someone out
- C. Understanding the speaker
- D. Planning your reply

14. Which is a form of nonverbal communication?

- A. Talking
- B. Nodding your head
- C. Drawing a picture
- D. Writing an email

15. Why are "I" statements useful in conflict resolution?

- A. To avoid responsibility
- B. To blame others
- C. To express your feelings respectfully
- D. To shut down arguments

16. What makes a conflict healthy?

- A. Avoiding it completely
- B. Talking to the loser
- C. Learning to understand and finding solutions
- D. Ignoring others' opinions

17. When should a leader step back?

- A. When others have disagreements
- B. Never
- C. Always
- D. When tired

18. Mediator: Someone who facilitates resolution in a conflict.

- A. Mediator can't decide if you're wrong and you're important too

Name: _____ Date: _____ Class Period: _____

Review: Unit 2-Communication, Teamwork & Conflict Resolution

Key Terms to Know:

- A. Verbal Communication
- B. Nonverbal Communication
- C. Active listening
- D. Feedback
- E. Conflict
- F. Mediator
- G. Facilitator
- H. Conciliator

Short Answer Questions:

1. What are 3 qualities of a strong team member?
2. What's the difference between leading and leading by example?
3. Why is feedback important in a team setting?
4. How can feedback be incorporated in a healthy way?
5. Describe a conflict resolution strategy and how it can be used.

Matching Practice: Match each term to its definition:

11. Active listening (Verbal Communication) (Nonverbal Communication) (Conflict Resolution) (Mediator)

- A. _____ Using words to share ideas or information
- B. _____ Listening closely to understand the speaker before responding
- C. _____ Someone who helps others resolve conflict using a neutral role
- D. _____ When two people have a disagreement or issue
- E. _____ Using words to express your ideas or feelings
- F. _____ Helpful information or advice about your performance
- G. _____ Someone who facilitates resolution in a conflict

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James Schiel



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