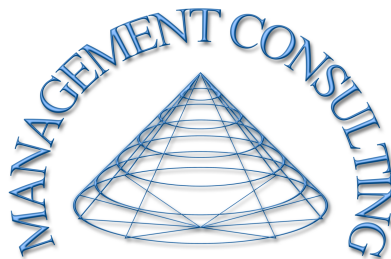




**Entry Assessment Questionnaire
used in consultancy business
to study and learn about client's
organization needs and pains**



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There are 10 sections of my questionnaire with sub-sets of multiple statements and questions, I use to evaluate the current "status quo" of my client's organization.

Three (3) sample statements or questions are shown for each section.

Assigning points from 0 to 10 and giving "yes" or "no" answers to some questions will allow to draw the picture of your organization "as is".

The result of ENTRY ASSESSMENTS based on such and similar questionnaires will create a foundation for further consultancy steps.

So, at the start of the consultancy process, I will spend important time with yourself, your team, with anyone whom you would delegate to share the knowledge on your organization, on your strategies (hoping you have some), on processes and policies, on your team's motivations and so much more.

I work as a doctor, on the first visit when you come to see him. The doctor who diagnosed the state of your body or mind... When you start to feel and sense the first or symptoms of getting sick. Or when it seems to be late, while your organization is facing some chronic, uncured problems...

And you are almost about to decide to do something about it.

I have a pleasure to present you with a shortened sample of **An Assessment Questionnaire** I use when working with my clients like SMEs or corporate businesses.

It aims to establish what is the "full of pain and problem and uncertainty state of the business" of my clients in these new shaky times of COVID19 impact and VUCA world.

Check my other article for VUCA world here

<https://www.linkedin.com/feed/update/urn:li:activity:6653653509868748800/>

Assessment Questionnaire

1. Does Your Business Strategy Make Sense?

- SWOT analysis for a start!
- What are your **S**trengths, **W**eaknesses, **O**pportunities and **T**hreats?
- When is the last time you have reviewed and updated your long-term strategy?

2. How Motivating Is Your Organization to Keep Your Staff Deeply Involved in Business?

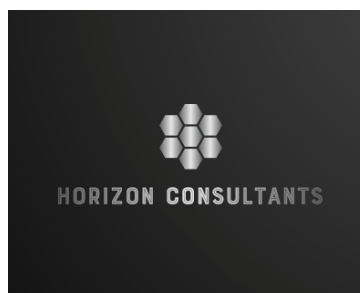
- Employees in this organization are energetic and enthusiastic - assign points: from 0 - 10 for an answer
- Employees are highly productive - assign points: from 0 - 10 for an answer
- Employees have a clear understanding of the organization's mission, vision, and values - assign points: from 0 - 10 for an answer

3. What Does Your Team Need to Improve?

- We often meet to discuss performance - assign points: from 0 - 10 for an answer
- Unachievable goals are often set for the team: from 0 - 10 for an answer
- There are no clear, written job descriptions for team members: from 0 - 10 for an answer

4. Do You Have a Learning Organization?

- Top-level management supports the vision of a learning organization: from 0 - 10 for an answer
- We actively share information with our customers, to obtain their ideas and input in order to learn and improve services and products: from 0 - 10 for an answer
- Managers take on the roles of coaching, mentoring, and facilitating learning: from 0 - 10 for an answer
-



5. Does Your Strategic Plan Give You the Competitive Edge?

- The organization has a clearly defined strategy for adding unique value in its selected markets: from 0 - 10 for an answer
- The organization has examined and evaluated the strengths, weaknesses, opportunities, and threats of known competitors: from 0 - 10 for an answer
- The organization knows its true costs of producing its products and providing services: from 0 - 10 for an answer

6. What Makes Your Team Effective?

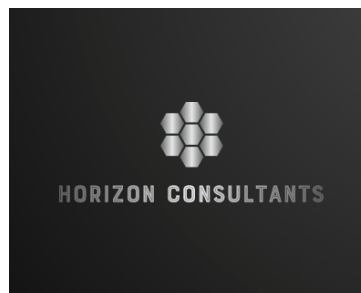
- All team members have a clear understanding of our assigned duties and responsibilities: from 0 - 10 for an answer
- All team members enjoy the work we do and our working relationships with one another: from 0 - 10 for an answer
- Team members willingly initiate changes in operating policies and practices in order to reinforce our team's development and effectiveness: from 0 - 10 for an answer

7. Why Isn't Your Team Making Decisions?

- Do all team members have the same information? - Yes or No?
- Is the team managing the decision-making process? - Yes or No?
- Is the team comfortable with the decision rules? - Yes or No?

8. How Do Yourself View Your Organization's Performance?

- What changes have you seen in recent years in the performance of your organization? - please describe
- What are the issues slowing this performance down? - please describe
- What are the areas of performance doing so well so you could use to set similar standards to other areas which underperform? - please describe



9. What Needs to Change in Your Organization?

- To what degree your organization commits money, time, and knowledge to the solution of social and environmental problems? - Give a number from 0 - 10 for an answer
- To what degree people at various levels in your organization participate in planning and decision-making activities? - Give a number from 0 - 10 for an answer
- To what degree people in your organization have an opportunity to use all your abilities in their job? - Give a number from 0 - 10 for an answer

10. What Are Your Organization's Leadership Competencies?

- How good are you and your managers at creating a Vision and Setting Goals for your organization? - Give a number from 0 - 10 for an answer
- How good do you consider yourself in Explaining and Communicating Expectations to your organization's staff? - Give a number from 0 - 10 for an answer
- How good are you in Active Listening of your own staff? - Give a number from 0 - 10 for an answer

**Looking for a change. Radical one?
For your organization? For yourself?**

Private message me and I'll call you within a couple of hours.

adam@adamkapusta.com

