


# 4.1 Task and Relationship Questionnaire

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## Purpose

- 1. To identify how much you emphasize task and relationship behaviors in your life
- 2. To explore how your task behavior is related to your relationship behavior

## Directions

For each item below, indicate on the scale the extent to which you engage in the described behavior. Move through the items quickly. Do not try to categorize yourself in one area or another.

Statements	Never	Rarely	Sometimes	Often	Always
1. Make a “to do” list of the things that need to be done.	1	2	3	4	5
2. Try to make the work fun for others.	1	2	3	4	5
3. Urge others to concentrate on the work at hand.	1	2	3	4	5
4. Show concern for the personal well-being of others.	1	2	3	4	5
5. Set timelines for when the job needs to be done.	1	2	3	4	5
6. Help group members get along.	1	2	3	4	5
7. Keep a checklist of what has been accomplished.	1	2	3	4	5
8. Listen to the special needs of each group member.	1	2	3	4	5
9. Stress to others the rules and requirements for the project.	1	2	3	4	5
10. Spend time exploring other people’s ideas for the project.	1	2	3	4	5

## Scoring

- 1. Sum scores for the odd-numbered statements (task score).
- 2. Sum scores for the even-numbered statements (relationship score).

## Total Scores

Task score: \_\_\_\_\_

Relationship score: \_\_\_\_\_

## Scoring Interpretation

This questionnaire is designed to measure your task-oriented and relationship-oriented leadership behavior. By comparing your scores, you can determine which style is more dominant in your own style of leadership. If your task score is higher than your relationship score, you tend to give more attention to goal accomplishment and somewhat less attention to people-related matters. If your relationship score is higher than your task score, your primary concern tends to be dealing with people, and your secondary concern is directed more toward tasks. If your scores are very similar to each other, it suggests that your leadership is balanced and includes an equal amount of both behaviors.

If your score is 20–25, you are in the high range.

If your score is 15–19, you are in the high moderate range.

If your score is 10–14, you are in the low moderate range.

If your score is 5–9, you are in the low range.