

Checkpoint 2

Term 3 2022

 **LIVEWORKSHEETS**

Types of training

Induction



On-the-job
training



Off-the-job
training



 **LIVEWORKSHEETS**

Leadership styles

Autocratic leadership



Democratic leadership



Laissez-faire leadership



Objective: Identify and recommend the best leadership style.

 **LIVEWORKSHEETS**

Motivation

Match a picture to the correct definition.

Job enrichment



the freedom an employee has to **make their own decisions** in the workplace.

Job enlargement



when **more challenging tasks** are added to a job

Autonomy



when an employee is given **additional tasks** at a **similar level of work**

 **LIVEWORKSHEETS**