PRACTICE 6

Read the talk and answer questions that follow.
Choose **no more than five words and/or a number** *from the text for each answer.*

What Makes a Good Leader?



Good morning, everyone. I am here today to talk about qualities that make a good leader. A leader is one who knows the way, goes the way and shows the way. A good leader has a clear vision. A good leader uses vision as a tool to inspire and motivate not to dictate.

Firstly, to be a good leader, you should be confident enough to ensure that other people follow your commands effectively. Keep your confidence level up and assure everyone that setbacks are being looked into.

Besides that, as a leader, you should be a good listener too. If you make time to listen to someone in need, you gain respect and at the same time help them to perform better.

In order to be a good leader, you must be creative and innovative. Creative thinking and constant innovation is what makes you be a very outstanding leader. You have to think out of the box to come up with unique ideas and turn those ideas into reality. To be a good leader, a person should be a great communicator. An excellent communication is always two-way, receiving as well as giving information. The rules for effective communication are simple, clear and coherent so that everyone is able to understand better and remember easily. Without communication skills, a leader is unable to foster positive engagement and produce innovative ideas from others.

Last but certainly not least, empathy. Having empathy as a leader goes a long way. Empathy is the ability to understand or feel what other people are experiencing. In other words, you put yourselves in other people's shoes. Instead of making things personal, a leader is able to look for constructive solutions and focus on moving forward.

These qualities are the foundation on how to be a good leader. With that, I end my talk. Thank you.

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LIVEWORKSHEETS

1. A good leader uses vision as a tool to _____.

2. A good leader should have _____ to ensure others to follow the commands.

3. You _____ when you make your time by listening to someone in need.

HOTS Applying

4. What are the qualities should a good leader have in order to be outstanding from others?

_____

_____

5. Receiving and giving information is a _____.

6. The three effective communication rules are simple, _____ _____.

7. A leader with _____ is able to foster positive engagement and produce innovative ideas from others.

8. The quality which has the ability to understand or feel what other people are experiencing is _____.

Questions 9 and 10

Complete the table below with **a word** *from the text.*
For each question, write your answer in the space provided on your answer sheet.

Meaning	Word
9. the ability to see	
10. extremely good	

[10 *marks*]

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