



BUSINESS MANAGEMENT

LAP 16.1—Chapter 16.1 Motivation and Leadership Motivation

Name _____

Period _____

Date Started _____

Date Completed _____

DoDEA Standards

- ◆PT3c Incorporate appropriate leadership and supervision techniques, customer-service strategies, and standards of personal ethics to communicate effectively.
- ◆PT4b Evaluate information critically and completely.
- ◆PT5f Develop the ability to market the assets each individual has.
- ◆PT6a Demonstrate interpersonal, teamwork, and leadership skills necessary to function in diverse and multicultural settings.

Objectives

- ◆ Explain five theories of motivation.
- ◆ Understand how managers use motivation theories to motivate employees.
- ◆ Identify the difference between power and authority
- ◆ Describe three styles of leadership.
- ◆ Identify the leadership skills necessary for effective management.

Resource Text: Business Management
Student Workbook and materials for above
Chapter 16, Motivation and Leadership (16.1—Motivation)

Time Frame 3 hours

Introduction

In Chapter 16, Part 16.1, you will learn the meaning of motivation, the various theories of motivation, how expectations affect motivation, how managers use positive and negative reinforcement to motivate employees, and how managers use the theories of motivation.

Assignments

Where appropriate and possible, written answers must be in complete sentences and keyed. Turn in completed activities as directed by instructor.

_____ Text: Read p. 369, Management Talk, and the workplace connections section and complete the questions for Analyzing Management Skills and Applying Management Skills on a separate sheet of paper.

_____ Text: Read Section 16.1, pages 370-379, Motivation.

_____ Text: Management Careers in Focus (Training and Development Manager), p. 373. Read and key answers to critical thinking questions.

_____ Text: p. 379, Section 16.1 Assessment: Key answers to critical thinking questions and case analysis.

_____ Workbook, pages 239-241: Skill Building Activities 1, 2, and 3 : Reading, Math and Writing Skills. Key answers on your Chapter 16 Word Answer Document.