

My Time Self Assessment

1. I give tasks to other who are capable of doing it - even if I could do them faster.

Rating (1-5): _____

2. I clearly communicate the expected outcomes, deadlines, and standards when delegating.

Rating (1-5): _____

3. I trust my team to complete I give them work without micromanaging.

Rating (1-5): _____

4. I give my team authority to make their own decisions.

Rating (1-5): _____

5. I regularly follow up with my team on tasks given to them without looking over their shoulders.

Rating (1-5): _____

6. I give tasks to my team and use it as a development opportunity for team members.

Rating (1-5): _____

7. I resist the urge to jump in and fix things before giving the team a chance.

Rating (1-5): _____

8. I assess the strengths and weaknesses of my team before assigning tasks.

Rating (1-5): _____

9. I give constructive feedback after tasks are completed to build capability.

Rating (1-5): _____

10. I regularly review my own workload and ask: What should I stop doing?

Rating (1-5): _____

Scoring & Interpretation

Total Score | Interpretation

40-50 | Delegation Pro: You delegate with clarity and trust.

30-39 | Solid Foundation: You're doing well - fine-tune for impact.

20-29 | Room to Grow: Delegation may be costing you time and team development.

10-19 | Delegation Bottleneck: Urgent need to shift your leadership habits.



Book your 15 minute session Now!