2. GAC006 Business, Science, Social Science and Psychology I: Communication Skills

Starter Quiz ·

GAC Study and Communication Skills Name: _____ Score: _____

1. Which description treats introversion and extraversion appropriately?

   ☐ Broad tendencies along a range, without a fixed team role

   ☐ Being quiet in every situation

   ☐ Disliking other people

   ☐ Being shy

2. The team has assigned idea generation, but nobody owns the final check. Which action directly addresses that gap?

   ☐ Remove every idea-generating task

   ☐ Assign a checking owner, handover time and review point

   ☐ Declare that the project is guaranteed to succeed

   ☐ Predict that nobody will submit anything

3. Ana says Friday could be difficult. Which action checks what she means?

   ☐ Treat nationality as proof of refusal

   ☐ Ask what makes Friday difficult and what can be ready

   ☐ Ignore the deadline

   ☐ Record unanimous agreement without asking

4. A personality label alone establishes that a student is exempt from the required presentation.

   ☐ True ☐ False

5. What belongs in a team contract written in week one? Choose all that apply.

   ☐ When and where you meet

   ☐ Who is the cleverest

   ☐ What happens if someone misses a deadline

   ☐ How decisions are made, including ties

   Tick every correct option.

6. A meeting that ends without objection may still not have reached real agreement.

   ☐ True ☐ False

7. A group member has been silent for twenty minutes. What is the strongest move?

   ☐ Tell them to speak more

   ☐ Ask them a specific question about what they prepared

   ☐ Work around them

   ☐ Report them to the teacher

8. Two presenters say they need time to read questions and have been interrupted. Which plan directly addresses those reported obstacles?

   ☐ Agree question areas and a pause before each reporting turn

   ☐ Tell them to be more confident

   ☐ Replace them

   ☐ Let the confident two handle everything

9. Applying a generalisation about a group to an individual is a useful shortcut in teamwork.

   ☐ True ☐ False

10. Rui says checking every source matters most; Lin says finishing early matters most. They share the report goal. Which difference is explicitly described?

    ☐ Their goal

    ☐ Their values – what each treats as important

    ☐ Their intelligence

    ☐ Their effort

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Answers ·

GAC Study and Communication Skills

1. **Broad tendencies along a range, without a fixed team role**

   These are broad tendencies, not a diagnosis from one meeting. A label alone establishes neither skill nor the reason for silence.

2. **Assign a checking owner, handover time and review point**

   Assigning the missing check addresses the task gap. A role label does not establish completion or predict inevitable failure.

3. **Ask what makes Friday difficult and what can be ready**

   Ask about the obstacle and available work. Nationality or a polite phrase alone does not establish intention.

4. **False**

   Check task rules and agreed support. A personality label alone establishes neither an exemption nor the absence of support needs.

5. **When and where you meet; What happens if someone misses a deadline; How decisions are made, including ties**

   These support coordination. Confirm availability, name owners and checks, and revise arrangements when needed.

6. **True**

   True. Silence alone does not prove agreement. Confirm the task, owner and deadline, invite correction and record unresolved points.

7. **Ask them a specific question about what they prepared**

   A specific question offers an opening about prepared work. Check the response; it does not establish the reason for silence.

8. **Agree question areas and a pause before each reporting turn**

   This addresses the reported obstacles. Review participation and accuracy in rehearsal; an agreed turn does not guarantee correctness.

9. **False**

   A group generalisation does not establish an individual intention or ability. Ask about the work and check the evidence.

10. **Their values – what each treats as important**

    The stated priorities differ. Disagreement alone would not establish different values, ability or effort.