

**ÖNEMLİ NOT**

Soru sayısı, soru tipleri, metin uzunlukları ve puanlama burada sunulanlardan farklılık gösterebilir.

SAMPLE NOTE-TAKING: POWER

Outline

Duration: 45 min

Score: \_\_\_\_ /30

You will listen to a lecture about power. Take notes on the outline sheet while listening to the lecture. You will listen to the lecture only once.

**POWER**

Major obstacles:

1. Leadership Literature

2. Yourself

**Personal skills:**

1. Self-knowledge

2. Building social networks

3. Learning how to act and speak like a leader

**NOTE-TAKING  
QUESTIONS**

Answer the questions using your notes.

**A. The situations (A-F) exemplify the concepts (1-5) discussed in the lecture. Match situations with the concepts they exemplify.**

**There is one extra situation. (2 pts each)**

1. Leadership literature \_\_\_\_\_
2. Self-knowledge \_\_\_\_\_
3. Self-handicapping \_\_\_\_\_
4. Weak Ties \_\_\_\_\_
5. Strong Ties \_\_\_\_\_

A. You come across an acquaintance that you have met at a party before. She tells you about a scholarship opportunity that might interest you.

B. You are a candidate for student union president. Another student joins the elections. You are anxious you might not win and you withdraw from the elections.

C. You attend a seminar given by a young general manager of a successful company. He talks about the secrets of his success at such a young age.

D. You are offered two jobs. The first job pays well, but you accept the other one because you are aware of your lack of the necessary skills for the first one.

E. You join a competition with your music band. The jury criticizes you very harshly. You are disappointed but happy you took the chance.

F. Your friend tells you about a position in a company. You tell her you have already applied for the position and you are hopeful you will get the position.

\_\_\_\_\_/10

**B. Complete the gaps with information from the lecture or give short answers. (2 points each)**

6. A negative aspect of leadership literature is that it puts stress on \_\_\_\_\_ about leadership.

Write two qualities leadership literature implies a good leader should have.

7. \_\_\_\_\_

8. \_\_\_\_\_

The two reasons why weak ties are important is that they give us

9. \_\_\_\_\_ and

10. \_\_\_\_\_

In the study mentioned in the lecture, out of 1,000 CVs more than

11. \_\_\_\_\_ percent had

wrong information in them.

Occasional contacts helped 12. \_\_\_\_\_ percent and rare contacts helped 13.

\_\_\_\_\_ percent of the people that participated in the study carried out by MarkGran.

14. According to the lecture why is body language important?

\_\_\_\_\_

\_\_\_\_\_

/18

**C. Choose the correct answer based on the lecture. (2 pts)**

15. Why does the instructor use the example of Steve Jobs?

- a. to give an example of a famous person who handicapped himself
- b. to introduce students to a different way to start their own businesses
- c. to demonstrate that people who don't give up can eventually achieve power
- d. to provide an alternative explanation for the concept of self-knowledge

/2

**SAMPLE NOTE-TAKING: POWER**  
**SUGGESTED ANSWERS**

A)

1. C
2. D
3. B
4. A
5. F

B)

6. only positive things

7. and 8. **Any two of the following:** truthful/set a good example/create a positive atmosphere/treat others nicely

9. new information

10. new opportunities

11. 40 / forty

12. 56/fifty-six

13. 28/twenty-eight

14. **One of the following:**

A leader should communicate power and trust/

Because employees want to follow a person who is confident, knows what he is doing

15. C