

**To what extent do the following statements apply to you?**



Mark your answers in the table below.

	Never	Sometimes	Always
I tend to give reports on my work to my manager.			
I need clear goals in order to work efficiently.			
I work best in a calm environment.			
I do not struggle to apply myself to my work.			
I think that too many meetings reduce efficiency.			
I need to feel responsible for my work.			
I like to plan the tasks I need to do for the week.			
I work well independently.			
When faced with a problem, I manage to find solutions on my own.			
Having a flexible work setup allows me to be more efficient.			
I always schedule meetings to make important decisions.			
I prefer to leave tasks to the following day rather than work late.			
I don't need to be in the same office as my colleagues to feel close to them.			
I think presenteeism has a detrimental impact on efficiency at work.			
For a meeting to be effective, it always needs to be prepared in advance.			