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### **Leadership Assignment**

#### **A. Explain the outcome of the meeting**

Li, the data analyst, presented the data related to system deployment and performance data. The team reviewed and discussed the report submitted. Mei, Team B's manager, expressed her concerns about the data's accuracy, arguing that the report could have missing data. Diego believes that the information is accurate and the bias was negligible.

A conflict that emerged was that each group believed they deserved to work on the project and were fully prepared to handle it. Another conflict that occurred was the disagreement on the accuracy of the data. Mei suggests that the data presented might contain missing information since some of her team members were on leave the previous week. Diego, the manager of Team A, believes that the data is accurate and acceptable. Diego wants the decision to choose a team, be made based on the provided information.

#### **B. Describe the effectiveness of communication strategies**

Effective communication strategies used in this meeting include; staying on topic, observing turn-taking, and listening. Staying on the subject made the meeting members fulfill the meeting

agenda (Villa et al., 2017). Observing turn-taking let everyone in the team speak. This gave everyone a fair chance to express their views and comments on the report and made the meeting more open. Everyone was allowed to talk without being interrupted.

Turn-taking and listening strategies gave everyone a chance to express their opinions and reviews on the data analyst's data results. This creates a rift between the two managers as each of the managers gets the confidence and belief that their teams should be awarded the project. Mei suggests the data is inaccurate, while Diego indicates that the information is accurate.

### **C. Identify the informal leader and their approach to leadership**

The informal leader in the meeting is Kamal. An informal leader is someone in an organization or working group that is considered worthy of consideration because of how he or she is perceived by his peers (and others in the company) (Conger, J., & Church, A., 2017).

One of the skills the informal leader exhibited was Decision Making.

The reasons that make Diego an informal leader are; his team respects and adores him. Diego describes him as a person who gets things done in the organization. Diego also addresses him with respect.

Kamal's focus is expressed by listening to every team member and making good decisions based on how the members express their views and opinions. Kamal writes a very detailed report about the meeting and clearly describes each manager.

### **D. Explain the interpersonal dynamics of the team**

The team communicated efficiently with no barriers. At one time, the group disagreed on conducting further research or using the given data. This conflict was resolved in the meeting,

suggesting cohesiveness and unity in the organization. The team members expressed their views freely with no interruptions. Mei expressed her concerns about data inaccuracy. Li provided a solution to Mei's problems and suggested a second data collection. Diego indicated that the data's bias was insignificant, and there was no need for secondary data collection.

#### **E. Planning for a follow-up meeting**

Those who should attend are; Li Johnson, Diego Turay, Mei Miller, Kamal, Omar Patel, and I. The list consists of the two team managers, the supervisor, and an administrative assistant to write the minutes.

Questions to be asked will be; What data is in the updated report? What conclusions did the members make during the previous meeting? What role did each team member play in the last meeting? The questions will seek to address data accuracy and evaluate each team member's contribution in the previous session. The questions will also help understand the cohesiveness of teams in the organization.

The meeting's goals and expectations will be to choose one team that will be awarded the project. A complex conflict might arise since each manager believes that they deserve the project.

I will give every manager a chance to explain why they deserve to be awarded the project. I will then gauge; the individual attributes of each manager, leadership qualities, and how they influence their team member to perform better and faster. This will help approach the solution from different angles and come with a solution acceptable to both parties.

## REFERENCES

Conger, J., & Church, A. (2017). *The High Potential's Advantage: Get Noticed, Impress Your Bosses, and Become a Top Leader*. Harvard Business Press.

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