

National Employee Attitude Survey

Dear Employee:

Your company cares about how you feel about your job and your workplace, so they've asked us, an independent third party, to do a survey among all employees.

We'll be asking five groups of questions, about things like teamwork, communication, supervision and job opportunity. First, for each question, you tell us how much you agree with what we've said. That's called, "How Much I Agree With This." Second, tell us how important this is to you. That's called, "That's important to me."

All answers are given with a 0 to 10 point scale, where 0 means you totally disagree and 10 means you totally agree.

Here's a sample question and how one worker answered it:

1. My department has a high level of teamwork.

	0 1 2 3 4 5 6 7 8 9 10										
	Strongly Disagree				Neither Disagree nor Agree					Strongly Agree	
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What does the employee's answer tell us?

That the employee really agrees that his/her department exhibits a high level of teamwork (he/she rated it a 9), but that even though the teamwork exists in the department, the employee doesn't really place much importance in the concept of teamwork in general (he/she rated it a 3).

Decide your answers the same way. There are also spaces for some write-in answers, if you'd like to

say more.

Two things to know:

The company may make changes in your workplace based on this information, so it's really important to take part and to answer all of the questions. Also, each employee's individual answers will be kept absolutely confidential.

So you can...and should...be totally honest.

You must answer all the 0-10 questions to keep moving forward. (If you forget one, the survey will remind you).

Thank you for your cooperation!

The National Employee Attitude Survey
A Program of HR Daily Advisor/BLR, Inc.

P.S. If you have any questions about this survey, feel free to contact your HR department.

Teamwork

1. My department has a high level of teamwork.

	Strongly Disagree		Neither Disagree nor Agree						Strongly Agree		
	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. Our organization, as a whole, has a high level of teamwork.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. I understand how to be a good team-player.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. How can your organization increase its level of teamwork?

Please limit your responses to 2 sentences.

Communication

5. I know what is expected of me by my manager.

	Strongly Disagree		Neither Disagree nor Agree						Strongly Agree		
	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. I have a basic understanding of our business goals.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. I understand how my role fits in with my organization's future.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. My department does a good job communicating changes or decisions that affect employees.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. There is adequate communication between departments regarding changes or decisions that affect employees.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. The organization does a good job communicating changes or decisions that affect employees.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

11. During the past 30 days, someone has praised me for doing a good job.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. During the last 6 months, someone has communicated with me about my development.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

13. How can our organization improve its internal communication?

Please limit your responses to 2 sentences.

19. What would make your organization a better place to work?

Please limit your responses to 2 sentences.

25. My manager cares about me as an individual.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

26. There is a person in the workplace who supports my business and professional growth.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

27. My employer is helping me meet my career objectives.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

28. During the past 12 months, I have had the chance to improve my business and professional skills.

	0	1	2	3	4	5	6	7	8	9	10
How much I agree with this.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

29. What can the organization do to help you succeed as an employee?

Demographics

* 30. For how long have you been employed at this organization?

- Less than or equal to 1 year
- 2-3 years
- 4-5 years
- 6-10 years
- 10 or more years

* 31. Please choose the department in which you work.

- | | |
|------------------------------------|------------------------------------|
| <input type="radio"/> Department1 | <input type="radio"/> Department11 |
| <input type="radio"/> Department2 | <input type="radio"/> Department12 |
| <input type="radio"/> Department3 | <input type="radio"/> Department13 |
| <input type="radio"/> Department4 | <input type="radio"/> Department14 |
| <input type="radio"/> Department5 | <input type="radio"/> Department15 |
| <input type="radio"/> Department6 | <input type="radio"/> Department16 |
| <input type="radio"/> Department7 | <input type="radio"/> Department17 |
| <input type="radio"/> Department8 | <input type="radio"/> Department18 |
| <input type="radio"/> Department9 | <input type="radio"/> Department19 |
| <input type="radio"/> Department10 | <input type="radio"/> Department20 |

* 32. Please choose your Job.

- | | |
|---|--|
| <input type="radio"/> Sales and Marketing - In house sales | <input type="radio"/> Operations - Building and grounds |
| <input type="radio"/> Sales and Marketing - Customer Support | <input type="radio"/> Operations - Finance and accounting |
| <input type="radio"/> Sales and Marketing - Outside Sales | <input type="radio"/> Operations - General management |
| <input type="radio"/> Sales and Marketing - Marketing management | <input type="radio"/> Operations - HR management |
| <input type="radio"/> Sales and Marketing - Marketing support | <input type="radio"/> Operations - Legal |
| <input type="radio"/> Production - Arts, design, editorial, and media | <input type="radio"/> Operations - Office and administrative support |
| <input type="radio"/> Production - Community and social services | <input type="radio"/> Operations - Security |
| <input type="radio"/> Production - Computer and mathematical | <input type="radio"/> Operations - Technical |
| <input type="radio"/> Production - Construction and extraction | <input type="radio"/> Operations - Other |
| <input type="radio"/> Production - Education and training | |
| <input type="radio"/> Production - Engineering and architecture | |
| <input type="radio"/> Production - Farming, fishing, and forestry | |
| <input type="radio"/> Production - Food preparation and serving | |
| <input type="radio"/> Production - Health care practitioner and support | |
| <input type="radio"/> Production - Health care support | |
| <input type="radio"/> Production - Installation, maintenance and repair | |
| <input type="radio"/> Production - Personal care and service | |
| <input type="radio"/> Production - Production Labor | |
| <input type="radio"/> Production - Protective Services | |
| <input type="radio"/> Production - Technical | |
| <input type="radio"/> Production - Transportation | |
| <input type="radio"/> Production - Warehouse and shipping | |
| <input type="radio"/> Production - Other production | |

33. Please choose your job level.

- Executive
- Manager
- Supervisor/Project Manager/Coordinator
- Professional
- Para Professional
- Senior Associate
- Associate
- Student
- Other

34. Please select your location.

- Location 1
- Location 2
- Location 3
- Location 4
- Location 5
- Location 6
- Location 7
- Location 8
- Location 9
- Location 10