

BUILDING A BETTER WORKPLACE

Potential **Survey Questions**



	YES	NO
1. Do you feel that employees' poor skill levels in areas like math or reading are contributing to higher-than-acceptable error/re-work/scrap rates?	<input type="radio"/>	<input type="radio"/>
2. Do you feel that employees require higher levels of supervision than acceptable because they lack skills such as the ability to read, understand and apply written information?	<input type="radio"/>	<input type="radio"/>
3. Do you feel that it would be easier for employees to understand and apply health and safety materials like WHMIS if their reading skills were better?	<input type="radio"/>	<input type="radio"/>
4. Do you feel that employees do not get the greatest benefit from training because of poor skill levels related to reading, math, studying and/or writing?	<input type="radio"/>	<input type="radio"/>
5. Do you feel that the quality of writing produced for internal or external use (e.g., email, correspondence and/or accident reports) is less than acceptable?	<input type="radio"/>	<input type="radio"/>
6. Do you feel that employees communicate poorly with each other and that this has a negative impact on productivity?	<input type="radio"/>	<input type="radio"/>
7. Do you feel that employees resist change because they may be afraid of an increased demand on skills they do not feel confident about? (e.g., continuous learning, reading)	<input type="radio"/>	<input type="radio"/>
8. Do you feel that you would have easier compliance with regulatory or certification requirements if employees had better reading, math, continuous learning or thinking skills?	<input type="radio"/>	<input type="radio"/>
9. Do you feel that employees 'cover up' low skill levels in themselves or each other?	<input type="radio"/>	<input type="radio"/>

	YES	NO
10. Do you think that continuous improvement and lean processes would work better if employees could work more effectively as teams, communicate better, use more consistent problem-solving or decision-making processes, write better, and make better presentations?	<input type="radio"/>	<input type="radio"/>
11. Are employees comfortable dealing with written materials?	<input type="radio"/>	<input type="radio"/>
12. Are employees easily able to deal with new or different calculations related to work orders, blueprints, specifications, etc.?	<input type="radio"/>	<input type="radio"/>
13. Can employees understand charts, graphs, tables or forms?	<input type="radio"/>	<input type="radio"/>
14. Do employees make few mistakes when doing financial transactions?	<input type="radio"/>	<input type="radio"/>
15. Can employees complete calculations, measurements and estimations acceptably (competently)?	<input type="radio"/>	<input type="radio"/>
16. Do employees speak appropriately and professionally?	<input type="radio"/>	<input type="radio"/>
17. Are employees competent when doing computer-related tasks?	<input type="radio"/>	<input type="radio"/>

