

How to become a good leader

Being a good leader takes work. It is not hard at all to 30 _____ the difference between a good and a bad boss. Exceptional leaders — those who are respected and 31 _____ by their team — have a lot of secret skills that they put to use every day.

Firstly, building relationships — both with your team and your partners — is crucial in leading a team. That means your success depends greatly 32 _____ interpersonal skills and emotional intelligence. Emotional intelligence is the ability to recognize, understand, and manage our emotions, as well as understand the emotions of others. It's a part of how we navigate social situations and then make decisions to 33 _____ goals. Several studies have found that a strong emotional intelligence is a top factor for a leader's success. 34 _____ to the research, managers with the strongest emotional intelligence were much more likely to succeed.

Exceptional leaders are ones who regularly 35 _____ employees of the main goal. A team needs to know what they're marching toward. With a larger vision in mind, their day-to-day work has more purpose.

Great leaders 36 _____ sure their daily behavior is a model for their team. They're reliable (meaning they always follow through on what they've promised), they respect people's time (meaning they don't make others wait unnecessarily), and they retain a thoughtful, objective approach to problems or issues.

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1. Review.
2. Revise.
3. Recall.
4. Remind.