



# BCS Practitioner Award in Leading with an IT Mindset

## Specimen Paper

Record your surname / last / family name and initials on the answer sheet.

**Sample paper only 10 questions, which are a mixture of multiple-choice, ordering, complete the blanks and multiple-response questions** – 1 or 2 marks awarded to each question. There are no trick questions.

Questions which specify more than one response required are worth two marks.

A number of possible answers are given for each question, indicated by either **A B C D** or **E**. Your answers should be clearly indicated on the answer sheet.

Pass mark is 10/15

Time allowed 22 minutes

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This professional certification is not regulated by the following United Kingdom Regulators  
- Ofqual, Qualifications in Wales, CCEA or SQA.

- 1 Harvey is preparing a presentation on the elements of successful team leadership. Which of the following **SHOULD** he cover?

Select **three** CORRECT options.

- A Achieving work objectives.
- B Building team spirit and capability.
- C Mentoring and supporting individuals.
- D Dictating to the team.
- E Managing the team budget.

- 2 As part of a leadership development programme, Davina has been considering the management style she should apply to the graduates in her team. She has written the following:

'The graduates have spent 6 months working with the accounts department and have the experience needed to perform the work. Therefore, a **(A)**..... style of leadership will be effective. However, they have no experience of working with HR and therefore, a **(B)**..... style would be more effective.

Circle the CORRECT option to complete each blank.

- A telling  
participating  
selling
- B telling  
delegating  
dominating

- 3 Jayad is working on a difficult project with a challenging deadline, which means he has limited time.

Which of the following are **MOST LIKELY** to help him deliver?

Select **three** CORRECT options.

- A Taking time to rest and recover between shifts.
- B Investing time in managing expectations.
- C Not wasting time communicating with colleagues.
- D Taking time to consider different ways to deliver.
- E Challenging what has been asked for.

4 Imogen is well established in her current role.

Which of the following is **LEAST LIKELY** to stretch her personal development?

- A Attending a seminar on industry best practice.
- B Researching the market in which the company operates.
- C Understanding the company's customers.
- D Reading the team's operating procedures.
- E Spending time with another team in the company.

5 When striving for balance in a team, it is beneficial to have people with **(A)**..... who are a **(B)**.....

Circle the CORRECT option to complete each blank.

- A the same skills  
a range of skills  
newly acquired skills
- B a mixture of personality types  
extroverted and confident  
focused and friendly

6 Jojo runs a customer support team. The team is about to undergo extensive change as a new IT system is introduced.

Which of the following strategies is **LEAST LIKELY** to be helpful in managing her team through change?

- A The use of champions.
- B Providing coaching.
- C Overlooking the emotions of the team.
- D Observing behaviours.
- E Using formal reviews.

- 7 As part of her responsibilities as a Director of TopsToys, Ali has taken responsibility for improving distribution over the Christmas period. She calls a meeting for a number of her team members, including Kevin, a more junior manager. At the meeting, Kevin starts to lead the conversation, builds consensus and develop an action plan.

Which of the following **SHOULD** Ali do?

- A Pull Kevin up in front of the meeting as she is leading the work.
- B Take Kevin aside after the meeting and remind him that she is leading the work.
- C Support Kevin to continue as his methods are proving effective.
- D Remove Kevin from the team, after the meeting, for overstepping his authority.
- E Assert herself in the meeting and take on the role that Kevin was performing.

- 8 Matthew's company prides itself on being a sustainable business.

Which of the following **COULD** his business use to demonstrate that it is a sustainable business?

Select **three** CORRECT options.

- A Compliance with GDPR.
- B Using electric vehicles.
- C Paying minimum wage.
- D Paying a living wage.
- E Ensuring all buildings are wheelchair accessible.

- 9 A number of factors determined the success of virtual meetings in supporting organisations through the pandemic.

Which of the following is the **LEAST** significant factor?

- A Responsive decision making.
- B Effective 3rd party tools.
- C Ability to bring about cultural change.
- D Engaged employees.
- E Strategic investment plan for technology.

**10** You have been asked to advise TopsToys on its digital transformation strategy.

Which of the following would be **LEAST** useful to include in your recommendations?

- A** Build a flexible workforce.
- B** Reduce investment in employees.
- C** Focus on the customer.
- D** Reduce barriers to employee interaction.

**End of Paper**

BCS Practitioner Award in Leading with an IT Mindset  
Answer Key

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| <b>Question</b> | <b>Answer</b>   | <b>No. of Marks</b> | <b>Syllabus Section</b> |
|-----------------|---|---------------------|-------------------------|
| <b>1</b>        | <b>A, B and C</b>   | <b>2</b>            | <b>1.2</b>              |
| <b>2</b>        | <b>A – participating<br/>B - telling</b>                            | <b>2</b>            | <b>1.3</b>              |
| <b>3</b>        | <b>A, B and D</b>   | <b>2</b>            | <b>1.4</b>              |
| <b>4</b>        | <b>D</b>  | <b>1</b>            | <b>1.5</b>              |
| <b>5</b>        | <b>A – a range of skills<br/>B – a mixture of personality types</b> | <b>2</b>            | <b>2.2</b>              |
| <b>6</b>        | <b>C</b>  | <b>1</b>            | <b>2.3</b>              |
| <b>7</b>        | <b>C</b>  | <b>1</b>            | <b>2.6</b>              |
| <b>8</b>        | <b>B, D and E</b>   | <b>2</b>            | <b>2.7</b>              |
| <b>9</b>        | <b>E</b>  | <b>1</b>            | <b>3.1</b>              |
| <b>10</b>       | <b>B</b>  | <b>1</b>            | <b>3.2</b>              |