

MODULE 2 ASSESSMENT

Welcome to the assessment for **Module 2: Transforming Communication in Hybrid Workplaces**. This quiz is designed to evaluate your understanding of the key concepts covered in this module, including the relevant terminology.

Instructions

Please read each question carefully and select the best answer. There is only one correct answer per question.

Assessment Quiz: Transforming Communication in Hybrid Workplaces

1. Which of the following is a major challenge of hybrid work mentioned in the module?

- A. Increased office productivity
- B. Easy collaboration across teams
- C. Employees sometimes feel excluded
- D. Reduced need for communication tools

Correct Answer: C. Employees sometimes feel excluded

2. What is one recommended way to manage expectations in a hybrid team?

- A. Avoid setting any strict rules to promote flexibility
- B. Communicate only when necessary
- C. Create a hybrid work policy with employee input
- D. Let employees choose their tasks independently

Correct Answer: C. Create a hybrid work policy with employee input

3. Which theory highlights the importance of choosing communication channels based on message complexity?

- A. Emotional Intelligence Theory
- B. Media Richness Theory
- C. Engagement Motivation Theory
- D. Communication Consistency Principle

Correct Answer: B. Media Richness Theory

4. Why is giving feedback important in hybrid teams?

- A. It replaces the need for regular meetings
- B. It helps avoid using collaboration tools
- C. It builds trust and helps team members improve
- D. It ensures only remote employees are recognized

Correct Answer: C. It builds trust and helps team members improve

5. Which action helps promote collaboration in a hybrid team?

- A. Relying on in-person meetings only
- B. Limiting communication to email
- C. Using both synchronous and asynchronous tools
- D. Avoiding virtual social events

Correct Answer: C. Using both synchronous and asynchronous tools

6. Building a strong company culture in a hybrid workplace requires both formal policies and informal practices that promote trust and inclusion.

Is this statement True or False?

- A. True
- B. False

Correct Answer: A. True

7. What are the main takeaways from this Module?