

11 questions to ask manager

1:1 Questions to Ask Your Manager: Maximizing Your One-on-One Meetings

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Summary: This article provides a comprehensive guide to crafting effective 1:1 questions to ask your manager. It explores the challenges of utilizing these meetings effectively, including overcoming communication barriers and navigating power dynamics. The article then outlines opportunities for growth and development through thoughtful questioning, focusing on strategies to achieve both individual and team goals. It emphasizes the importance of preparation, active listening, and follow-up to ensure productive 1:1s that contribute to a stronger manager-employee relationship and enhanced professional development.

Introduction: Unlocking the Potential of Your 1:1s

The one-on-one (1:1) meeting is a cornerstone of effective management and employee development. Yet, many employees struggle to maximize the potential of these crucial sessions. Instead of proactive, insightful conversations, 1:1s often devolve into status updates or surface-level discussions. To truly benefit from your 1:1s, you must learn to ask the right questions—questions that drive progress, foster growth, and strengthen the manager-employee relationship. This article examines the art of crafting effective 1:1 questions to ask your manager, addressing both the challenges and opportunities presented by these meetings.

Challenges in Asking Effective 1:1 Questions to Ask Your Manager

Several hurdles can impede the effectiveness of your 1:1s. These challenges must be addressed to unlock the full potential of these meetings:

1. **Power Dynamics and Communication Barriers:** The inherent power dynamic between manager and employee can create an environment where open and honest communication is difficult. Employees may hesitate to ask

challenging questions or express concerns, fearing negative repercussions. Overcoming this requires building trust and rapport with your manager.

1. **Lack of Preparation:** Arriving at a 1:1 without a clear agenda or thoughtful questions diminishes the meeting's impact. Without preparation, the conversation can meander, wasting valuable time and failing to address critical issues. Effective 1:1s require pre-meeting planning.
1. **Fear of Negative Feedback:** The fear of receiving critical feedback can prevent employees from asking questions that might expose areas needing improvement. This fear can stifle growth and hinder performance. It's crucial to approach 1:1s with a growth mindset, viewing feedback as an opportunity for learning and development.
1. **Unclear Objectives:** If the purpose of the 1:1 isn't defined, it can lead to unproductive conversations. Both the employee and manager should understand the meeting's goals—whether it's discussing project updates, addressing performance issues, or exploring career development opportunities.
1. **Ineffective Follow-Up:** The 1:1 is just the beginning. Failing to follow up on agreed-upon actions or discussed issues renders the meeting largely ineffective. Consistent follow-up is essential for accountability and progress.

Opportunities Presented by Thoughtful 1:1 Questions to Ask Your Manager

Despite these challenges, thoughtfully crafted 1:1 questions to ask your manager offer significant opportunities for growth and development:

1. **Enhanced Communication & Relationship Building:** Regular, productive 1:1s foster open communication and build a stronger working relationship between you and your manager. This improved communication leads to increased trust and mutual respect.
1. **Improved Performance & Productivity:** Addressing challenges and roadblocks proactively through 1:1s can significantly improve performance and productivity. By identifying and resolving issues early,

you can avoid larger problems down the line.

1. Career Development & Growth: 1:1s provide an ideal setting to discuss your career aspirations, identify skill gaps, and plan for professional development. Your manager can offer guidance, mentorship, and support in achieving your career goals.
1. Increased Feedback & Recognition: Effective 1:1s create opportunities for receiving regular feedback on your performance, allowing you to identify areas for improvement and celebrate successes. This consistent feedback loop fosters growth and boosts morale.
1. Proactive Problem-Solving: By addressing challenges early in 1:1s, you can proactively solve problems before they escalate into larger issues. This proactive approach prevents disruptions and improves overall team efficiency.

Examples of Effective 1:1 Questions to Ask Your Manager

The specific questions you ask should be tailored to your individual situation and goals. However, here are some examples categorized by topic:

Project-Related Questions:

What are your top priorities for this project, and how can I best contribute?
Are there any roadblocks or challenges I should be aware of?
What metrics will be used to measure the success of this project?
How can I improve my efficiency and effectiveness on this project?

Performance-Related Questions:

What are my strengths and weaknesses in my current role?
What are your expectations for my performance in the next quarter/year?
What can I do to improve my performance in [specific area]?
What opportunities are available for professional development?

Career Development Questions:

What are the opportunities for growth within the company?
What skills or experiences should I focus on to advance my career?
What are some of the next steps I can take to reach my career goals?
Can you provide mentorship or guidance in developing specific skills?

Relationship-Building Questions:

How can I best support you and the team?
Is there anything I can do to improve our communication?

What are your priorities for the team in the coming weeks/months?
How can I contribute more effectively to the team's overall success?

Preparing for Your 1:1s: A Strategic Approach

To maximize the effectiveness of your 1:1s, preparation is crucial. Before each meeting, take time to:

Review your recent accomplishments and challenges. Identify areas where you excelled and areas where you need improvement.
Prepare a list of specific questions. Organize your questions by topic to ensure a focused and productive discussion.
Review past 1:1 notes. This will help you track progress on previous discussions and identify any outstanding issues.
Set clear goals for the meeting. What do you hope to achieve during the 1:1?

Conclusion

Effective 1:1 questions to ask your manager are essential for maximizing the value of these meetings. By overcoming communication barriers, preparing thoughtfully, and approaching the conversation with a growth mindset, you can unlock significant opportunities for professional development, improved performance, and a stronger working relationship. Remember that the 1:1 is a collaborative process; your active participation and insightful questions are key to its success.

FAQs

1. What if my manager doesn't seem receptive to my questions? Try to schedule a time when your manager is less stressed, and frame your questions in a way that emphasizes collaboration and problem-solving. If the issue persists, consider discussing your concerns with HR.
1. How often should I have 1:1s with my manager? The frequency varies depending on your role and company culture, but weekly or bi-weekly meetings are common.
1. What if I don't have any specific questions to ask? Focus on reflecting on your recent work, identifying challenges, and asking your manager for feedback on your performance.
1. How should I follow up after a 1:1 meeting? Send a brief email summarizing key discussion points and action items.

1. What if my manager doesn't give me constructive feedback? Try to ask more specific questions that prompt feedback. You can also seek feedback from other colleagues or mentors.
1. How can I make sure my 1:1s stay on track? Create a clear agenda beforehand and stick to it.
1. Is it appropriate to discuss personal issues during a 1:1? Generally, it's best to keep the conversation professional. However, if a personal issue is significantly impacting your work, it's appropriate to briefly address it.
1. What if I disagree with my manager's feedback? Listen respectfully, ask clarifying questions, and express your perspective calmly and professionally.
1. How can I ensure my 1:1s are valuable for both myself and my manager? Come prepared with clear goals and actively listen to your manager's input. Focus on collaboration and problem-solving.

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11 questions to ask manager: Scaling Up Verne Harnish, 2014 In this guide, Harnish and his co-authors share practical tools and techniques to help entrepreneurs grow an industry -- dominating business without it killing them -- and actually have fun. Many growth company leaders reach a point where they actually dread adding another customer, employee, or location. It feels like they are just adding more weight to an ever-heavier anchor they are dragging through the sand. To make matters worse, the increased revenues have not turned into more profitability, so at some point they wonder if the journey is worth the effort. This book focuses on the four major decisions every company must get right: People, Strategy, Execution and Cash. The book includes a series of One-Page tools including the One-Page Strategic Plan and the Rockefeller Habits Execution Checklist, which more than 40,000 firms around the globe have used to scale their companies successfully.

11 questions to ask manager: The Leader Lab Tania Luna, LeeAnn Renninger, 2021-08-25 What if you could become a great manager, leader, and communicator faster? The Leader Lab is a high-speed leadership intensive, equipping managers with the Swiss Army Knife of skills that help you handle the toughest situations that come your way. Through painstaking research and training over 200,000 managers, authors Tania Luna and LeeAnn Renninger, PhD (co-CEOs of LifeLab Learning) identified the most important skills that distinguish great managers from average. Most importantly, they've discovered how to help people rapidly develop these core skills. The result? You quickly achieve extraordinary team performance and a culture of engagement, fulfillment, and

belonging. Too often, folks are promoted without any training for the countless crucial responsibilities of the modern manager: being part coach, part player, part therapist, part role model. The Leader Lab serves as your definitive guide to what it means to be a great manager today – and how to become a great leader faster. This book is based on LifeLabs Learning's wildly successful workshop series. It combines research, tools, and the playful, fluff-free style that's made LifeLabs the go-to professional development resource for over 1,000 innovative companies around the world. You'll learn how to: Quickly improve performance and engagement Handle tough conversations with confidence Identify and resolve the underlying issues holding your team back Create a culture of inclusion Spark innovation Reduce stress and burnout Finetune your coaching, productivity, feedback, one-on-one, strategic thinking, meeting facilitation, people development, and leading change skills Learn the same high-leverage skills that new managers at the world's most innovative organizations are using to create impactful change in business and in life This interactive, accessible, and brain-friendly resource will help you and your team ramp up and reach the tipping point of managerial greatness fast.

11 questions to ask manager: *12: The Elements of Great Managing* Gallup, James Harter, 2014-12-02 Based on the largest worldwide study of employee engagement and more than a decade of research, Gallup explains the 12 elements essential to motivating employees and features the inspiring stories of 12 managers who succeeded in these dimensions. More than a decade ago, Gallup combed through its database of more than 1 million employee and manager interviews to identify the elements most important in sustaining workplace excellence. These elements were revealed in the international bestseller *First, Break All the Rules*. *12: The Elements of Great Managing* is that book's long-awaited sequel. It follows great managers as they harness employee engagement to turn around a failing call center, save a struggling hotel, improve patient care in a hospital, maintain production through power outages, and successfully face a host of other challenges in settings around the world. Gallup's study now includes 10 million employee and manager interviews spanning 114 countries and conducted in 41 languages. In *12*, Gallup weaves its latest insights with recent discoveries in the fields of neuroscience, game theory, psychology, sociology and economics. Written for managers and employees of companies large and small, *12* explains what every company needs to know about creating and sustaining employee engagement.

11 questions to ask manager: *Effective Project Management* Garth G.F. Ward, 2018-06-06 A practical and accessible guide to managing a successful project *Effective Project Management* is based around an activities and action check list approach to project management. It provides a guide to the basic principles and the disciplines that managers need to master in order to be successful. The author's check lists approach (based on his years of practical experience on projects) ensure that project managers are following valid processes, helping them to be innovative in their approach to developing plans and resolving problems. In addition, the author's check list pick and mix format is designed to be flexible in order to meet the individual needs of the reader. *Effective Project Management* also contains some information on the theories underpinning project management. Knowledge of the theory helps in the understanding of how project management works in practice. In addition to the book's check lists of what activities need to be performed, the author offers suggestions on how tasks could be carried out. This important resource: Covers a wide range of project management topics including the project management process, programme and portfolio management, initiating and contracting a project, personal skills and more Offers a highly accessible guide to the author's verified check list approach Presents flexible guidelines applicable for a wide range projects Includes guidance for project managers at all levels of experience Written for project managers working on engineering or construction projects, *Effective Project Management* reviews all aspects of a project from initiation and execution to project completion together with the specialist topics and personal skills needed to manage projects effectively.

11 questions to ask manager: *Ask Powerful Questions* Will Wise, Chad Littlefield, 2017-04-22 What is revealed when you authentically connect with the people around you? In *Ask Powerful Questions*, Will Wise explains how the questions we traditionally ask are virtually meaningless when

it comes to establishing connection. Introducing a set of practical tools for accessing and understanding others by changing the way we ask questions, Will shows how to transform How are you?-I'm fine, thanks into a conversation that changes not only how you lead, but who you are as a person. It took years of research, university teaching, and hundreds of client projects for Will to formulate his concept behind the art of asking powerful questions. In his book, Will breaks it down into six simple steps for all of us to be able to understand. The Asking Powerful Questions Pyramid(tm) shows you how to build: Intention Rapport Openness Listening Empathy Business professionals, personal coaches, teachers and anyone in a position of leadership will relate to the personal successes and failures Will shares as he unpacks the art of asking questions that elicit unconventional answers. Powerful questions can be used everywhere: from the board room to the city park, the dinner table to the grocery store. If you want to connect with employees at a team building retreat, hone your leadership skills as a new boss, improve the company culture where you work...this book is for you. If you want to navigate difficult conversations with your spouse or a friend, or practice presence-based listening with your kids...this book is for you. If you want to become a better educator and facilitate an ice breaker conversation with colleagues...this book is for you. Ask Powerful Questions invites the reader on a journey that explores: the clarity of intent, connecting through rapport, creating openness, reflective listening, and empathy. How can we explore the space between ourselves and others, and exchange meaningful perspectives? Just ask-powerfully.

11 questions to ask manager: The New Rules of Work Kathryn Minshew, Alexandra Cavoulacos, 2017-04-20 The modern playbook to finding the perfect career path, landing the right job, and waking up excited for work every day, from founders of online network TheMuse.com. 'In today's digital age, finding job listings and endless data about those jobs is easy. What's difficult is making sense of it all. With The New Rules of Work, Muse founders Alexandra Cavoulacos and Kathryn Minshew give us the tools we need to navigate the modern job search and align our careers with our true values and passions.' Arianna Huffington, Founder and CEO Thrive Global, NYT Bestselling author In this definitive guide to the ever-changing modern workplace, Kathryn Minshew and Alexandra Cavoulacos, the co-founders of popular career website TheMuse.com, show how to find your perfect career. Through quick exercises and structured tips, the authors guide you as you sort through your countless options; communicate who you are and why you are valuable; and stand out from the crowd. The New Rules of Work shows how to choose a perfect career path, land the best job, and wake up feeling excited to go to work every day-- whether you are starting out in your career, looking to move ahead, navigating a mid-career shift, or anywhere in between.

11 questions to ask manager: The Product Manager Interview Lewis C. Lin, 2017-11-06 NOTE: This is the NEWER 3rd edition for the book formerly titled PM Interview Questions. -- 164 Actual PM Interview Questions From the creator of the CIRCLES Method(TM), The Product Manager Interview is a resource you don't want to miss. The world's expert in product management interviews, Lewis C. Lin, gives readers 164 practice questions to gain product management (PM) proficiency and master the PM interview including: Google Facebook Amazon Uber Dropbox Microsoft Fully Solved Solutions The book contains fully solved solutions so readers can learn, improve and do their best at the PM interview. Here are questions and sample answers you'll find in the book: Product Design How would you design an ATM for elderly people? Should Google build a Comcast-like TV cable service? Instagram currently supports 3 to 15 second videos. We're considering supporting videos of unlimited length. How would you modify the UX to accommodate this? Pricing How would you go about pricing UberX or any other new Uber product? Let's say Google created a teleporting device: which market segments would you go after? How would you price it? Metrics Imagine you are the Amazon Web Services (AWS) PM in Sydney. What are the top three metrics you'd look at? Facebook users have declined 20 percent week over week. Diagnose the problem. How would you fix the issue? Ideal Complement to Decode and Conquer Many of you have read the PM interview frameworks revealed in Decode and Conquer, including the CIRCLES(TM), AARM(TM) and DIGS(TM) Methods. The Product Manager Interview is the perfect complement to

Decode and Conquer. With over 160 practice questions, you'll see what the best PM interview responses look and feel like. Brand New Third Edition Many of the sample answers have been re-written from scratch. The sample answers are now stronger and easier to follow. In total, thousands of changes have made in this brand new third edition of the book. Preferred by the World's Top Universities Here's what students and staff have to say about the Lewis C. Lin: DUKE UNIVERSITY I was so touched by your presentation this morning. It was really helpful. UNIVERSITY OF MICHIGAN I can say your class is the best that I have ever attended. I will definitely use knowledge I learned today for future interviews. COLUMBIA UNIVERSITY I'd like to let you know that your workshop today is super awesome! It's the best workshop I have been to since I came to Columbia Business School. Thank you very much for the tips, frameworks, and the very clear and well-structured instruction! UNIVERSITY OF TEXAS AT AUSTIN I wanted to reiterate how much I enjoyed your workshops today. Thank you so much for taking time out and teaching us about these much-needed principles and frameworks. I actually plan to print out a few slides and paste them on my walls! CARNEGIE MELLON UNIVERSITY I'm a very big admirer of your work. We, at Tepper, follow your books like the Bible. As a former associate product manager, I was able to connect your concepts back to my work experience back and Pragmatic Marketing training. I'm really looking forward to apply your teachings.

11 questions to ask manager: *StandOut* Marcus Buckingham, 2011-09-13 *StandOut*, the revolutionary new book and online assessment tool from Marcus Buckingham, is the result of extensive research, statistical testing, and analysis of the world's top performers. From the coauthor of *Now, Discover Your Strengths* and the recognized leader of the strengths movement, *StandOut* unveils your top two Strength Roles and offers sharp, practical ideas that professionals and managers in any organization can use to find their edge and win at work.

11 questions to ask manager: *How to Get Executives to Act for Project Success* Michael O'Brochta, 2018 The trap of applying best-practice project management only to have the project fail because of executive inaction or counteraction can be avoided. This how-to paper describes how project managers can get their executives to act, and it identifies executive actions most likely to contribute to project success.

11 questions to ask manager: *The Making of a Manager* Julie Zhuo, 2019-03-21 No idea what you're doing? No problem. Good managers are made, not born. Top tech executive Julie Zhuo remembers the moment when she was asked to lead a team. She felt like she'd won the golden ticket, until reality came crashing in. She was just 25 and had barely any experience being managed, let alone managing others. Her co-workers became her employees overnight, and she faced a series of anxiety-inducing firsts, including agonising over whether to hire an interviewee; seeking the respect of reports who were cleverer than her; and having to fire someone she liked. Like most first-time managers, she wasn't given any formal training, and had no resources to turn to for help. It took her years to find her way, but now she's offering you the short-cut to success. This is the book she wishes she had on day one. Here, she offers practical, accessible advice like: · Don't hide thorny problems from your own manager; you're better off seeking help quickly and honestly · Before you fire someone for failure to collaborate, figure out if the problem is temperamental or just a lack of training or coaching · Don't offer critical feedback in a 'compliment sandwich' – there's a better way! Whether you're new to the job, a veteran leader, or looking to be promoted, this is the handbook you need to be the kind of manager you've always wanted.

11 questions to ask manager: *Great Answers! Great Questions! For Your Job Interview*, Answers to the toughest interview questions--and questions that make job hunters look great Great Answers! Great Questions! For Your Job Interview prepares readers for anything that might come their way during that allimportant interview. This thorough guide provides answers for all the most common questions interviewers ask, and suggests smart questions human resources professionals like to hear in return. This comprehensive interview game plan features: 101 answers to any tough question 101 questions that showcase the job hunter's intelligence and skills Practical strategies for online job searching Expert advice on telephone interviews, physical presentation, following up the

interview, and salary negotiation

11 questions to ask manager: *Flying Without a Net* Thomas DeLong, 2011 Confronted by omnipresent threats of job loss and change, even the brightest among us are anxious. Packed with practical advice and inspiring stories, *Flying Without a Net* explains how to draw strength from vulnerability.

11 questions to ask manager: Dare to Lead Brené Brown, 2018-10-11 In her #1 NYT bestsellers, Brené Brown taught us what it means to dare greatly, rise strong and brave the wilderness. Now, based on new research conducted with leaders, change makers and culture shifters, she's showing us how to put those ideas into practice so we can step up and lead. Leadership is not about titles, status and power over people. Leaders are people who hold themselves accountable for recognising the potential in people and ideas, and developing that potential. This is a book for everyone who is ready to choose courage over comfort, make a difference and lead. When we dare to lead, we don't pretend to have the right answers; we stay curious and ask the right questions. We don't see power as finite and hoard it; we know that power becomes infinite when we share it and work to align authority and accountability. We don't avoid difficult conversations and situations; we lean into the vulnerability that's necessary to do good work. But daring leadership in a culture that's defined by scarcity, fear and uncertainty requires building courage skills, which are uniquely human. The irony is that we're choosing not to invest in developing the hearts and minds of leaders at the same time we're scrambling to figure out what we have to offer that machines can't do better and faster. What can we do better? Empathy, connection and courage to start. Brené Brown spent the past two decades researching the emotions that give meaning to our lives. Over the past seven years, she found that leaders in organisations ranging from small entrepreneurial start-ups and family-owned businesses to non-profits, civic organisations and Fortune 50 companies, are asking the same questions: How do you cultivate braver, more daring leaders? And, how do you embed the value of courage in your culture? *Dare to Lead* answers these questions and gives us actionable strategies and real examples from her new research-based, courage-building programme. Brené writes, 'One of the most important findings of my career is that courage can be taught, developed and measured. Courage is a collection of four skill sets supported by twenty-eight behaviours. All it requires is a commitment to doing bold work, having tough conversations and showing up with our whole hearts. Easy? No. Choosing courage over comfort is not easy. Worth it? Always. We want to be brave with our lives and work. It's why we're here.'

11 questions to ask manager: The Book of Beautiful Questions Warren Berger, 2018-10-30 From the bestselling author of *A More Beautiful Question*, hundreds of big and small questions that harness the magic of inquiry to tackle challenges we all face--at work, in our relationships, and beyond. When confronted with almost any demanding situation, the act of questioning can help guide us to smart decisions. By asking questions, we can analyze, learn, and move forward in the face of uncertainty. But questionologist Warren Berger says that the questions must be the right ones; the ones that cut to the heart of complexity or enable us to see an old problem in a fresh way. In *The Book of Beautiful Questions*, Berger shares illuminating stories and compelling research on the power of inquiry. Drawn from the insights and expertise of psychologists, innovators, effective leaders, and some of the world's foremost creative thinkers, he presents the essential questions readers need to make the best choices when it truly counts, with a particular focus in four key areas: decision-making, creativity, leadership, and relationships. The powerful questions in this book can help you: - Identify opportunities in your career or industry - Generate fresh ideas in business or in your own creative pursuits - Check your biases so you can make better judgments and decisions - Do a better job of communicating and connecting with the people around you Thoughtful, provocative, and actionable, these beautiful questions can be applied immediately to bring about change in your work or your everyday life.

11 questions to ask manager: Questions that Work Andrew Finlayson, 2001 Written by a seasoned business reporter and manager, this provocative questioning manifesto and practical how-to book gives people the insights and tools to ask thoughtful questions in every realm of their

11 questions to ask manager: The Little Book of Big Management Theories James McGrath, Bob Bates, 2017-09-08

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