**Submission Cover Sheet**

**This cover sheet must preface every assessment submission, both for assessments being carried out by the centre or through the ILM Assessment service.** It is a regulatory requirement that every assessment submission is authenticated as the work of the named learner. Hence any submission not carrying this cover sheet will not be verified.

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| --- | --- |
| Centre name |  Personal Summits Ltd |
| Centre number |  067968 |
| Learner name |  First / Last Name |
| Learner registration number |  ENR: XX1234 |
| Unit(s) covered in this submission | 8607-522 Becoming an Effective Leader  |
| Date submitted | DD/MM/YYYY |
| **Statement of confirmation of authenticity****By the act of making this submission for assessment, the learner declares that this is the work of the learner named above.** The work has not, in whole or in part, been knowingly presented elsewhere for assessment, or where assessment has been built on a previous assessment, this has been identified. Where materials have been used from other sources it has been properly acknowledged. If this statement is untrue, the learner acknowledges that an assessment offence has been committed.Attention is drawn to the plagiarism and cheating policies of both the centre and of ILM. Plagiarism can result in a learner being withdrawn from a qualification. |
| **Permission for ILM to use this script**ILM uses learners’ submissions – on an anonymous basis – for assessment standardisation. By submitting, both the centre and the learner agree that ILM may use this script on condition that identifying information is removed.However, if you are unwilling to allow ILM use this script, please refuse by ticking the box: **□** |

**Becoming an Effective Leader**

**Section 1: Understand my own ability to fulfil key responsibilities of the leadership role**

1.1. Use a range of leadership styles different situations and different people (20 Marks)

1.2. Use theories of emotional intelligence to review the effect of emotions on own and others’ performance (20 Marks)

**Section 2: Be-able to evaluate own ability to lead**

2.1. Review own ability to set direction and communicate this to others (20 Marks)

2.2. Review Own ability to motivate, delegate and empower others (20 Marks)

2.3. Produce a personal development plan to improve own ability to lead (20 Marks)

**Appendix A**