

Exercise no. 9. Quiz “Tips for successful adaptation”

Task for mentee:

There are some questions and possible answers below. Please read each questions and the possible answers and decide which of the answers is correct.
Choose the correct answer (a, b or c, d, e). Mark your selection.

1. How should you prepare for the first day?

- a. Put on your best clothes in order to make a good impression for the colleagues
- b. Take the documents necessary for getting employed
- c. Wear scent in order to avoid bad smell (you will definitely be nervous for the day or so)

2. When do you have to come to work for the first day?

- a. Come an hour earlier – it will be quiet and you can sneak around
- b. Come 10 minutes earlier or on time
- c. You can be 10 minutes or bit more late – anyway, you won't do much work today

3. What else do you need to know for the first day?

- a. Whom you have to see.
- b. What are your responsibilities?
- c. What are the company working hours?

4. What to do and how to talk to yourself in order not to be too nervous?

- a. The employer overestimated me, I am not sure if I am the right person...
- b. Have a shot in order not to be nervous
- c. The employer made the best choice selecting you – Prove it!

5. How to make a good impression for your colleagues?

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- a. Introduce yourself to others, talk less, listen more
- b. Tell them as much as you can about yourself and try to make friends at once
- c. People like to help new people – tell them your personal problems
- d. I am the one selected. Why should I try to make a good impression for other people

6. How to act at work for the first weeks:

- a. Suggest other kind of doing things – you are new, so let the new wind blow
- b. Be polite and try to be friendly, but avoid backbiting
- c. Be open and very friendly – you have to make friends

7. There are a lot of things you should do or should not do that help you to successfully adapt at a new work place. Which one of the following actions should be avoided?

- a. Ask for help when needed. People like to help new people
- b. Try to remember the names of colleagues
- c. Try to mention things, people or processes from your previous company
- d. Each company has its own rules – try to find out about them
- e. Try to find out what you are expected to do