



Making an impression

How can you make a good impression at work?



Activity 8: Smart working



Look at the examples in this table. Write your answers to the questions. Remember what got you the best results and try to repeat these behaviours whenever you are working.

| Examples | When did you do this? | What happened? | Would you do it again? |
|-------------------------------|-----------------------|----------------|------------------------|
| Being keen | | | |
| Looking bored | | | |
| Following instructions | | | |
| Being friendly | | | |
| Not caring what you are doing | | | |
| Getting distracted easily | | | |
| Helping others | | | |
| Not listening to instructions | | | |