

Questions 9-13

CH3_HP9-13.mp3

Complete the table below.

Write **NO MORE THAN TWO WORDS** for each answer.

Project Status Record: Aiko Watanabe, Gary Marks

Topic	Research Completed	Further Suggestions
Flextime	<ul style="list-style-type: none">– led to less fatigue and illness and increased 9– allows employees to have better 10 balance	<ul style="list-style-type: none">– Add information on how flextime helps 11
Flexplace	<ul style="list-style-type: none">– has become more 12 due to wireless Internet access and laptop affordability	<ul style="list-style-type: none">– Do interviews with company 13 about flexplace programmes