

**IMPACT OF DIGITAL TECHNOLOGY ON EMPLOYMENT**

FILL THE GAPS IN PARTS A- E BELOW, BY INSERTING THE CORRECT ANSWER FROM THE WORDBANKS PROVIDED.

**Part A:**

Job displacement is \_\_\_\_\_, or is removed and the employee is left unemployed.

2 examples of job displacement are \_\_\_\_\_ and \_\_\_\_\_

Job opportunities in the ICT sector have \_\_\_\_\_

3 examples of job opportunities using Digital Technology are \_\_\_\_\_,  
\_\_\_\_\_ and \_\_\_\_\_.

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app and web designers

increased

software engineers

robots in car manufacturing

database administrators

Computer aided design

when an employee is separated from the job

**Part B**

Work patterns have changed because of the development of \_\_\_\_\_

\_\_\_\_\_ and collaborative working allow multiple employees to access files at the same time.

Examples of work patterns that have changed are \_\_\_\_\_ and \_\_\_\_\_

The term “Upskilling” means \_\_\_\_\_

2 examples of upskilling are the traditional store replaced by a \_\_\_\_\_ and the delivery driver replaced by a \_\_\_\_\_.

People require \_\_\_\_\_ to enable them to carry out their jobs, e.g. \_\_\_\_\_ workers have to be continually trained in new \_\_\_\_\_ and hardware.

| WORD BANK           |                  |                                         |          |
|---------------------|------------------|-----------------------------------------|----------|
| continuous training | working hours    | Office                                  |          |
| mobile /web store   | smart technology | retraining to acquire the skills needed |          |
| drone               | working location | Cloud technology                        | software |

**Part C**

Teleworking means \_\_\_\_\_

3 advantages of teleworking to the EMPLOYEE are \_\_\_\_\_ ,  
\_\_\_\_\_ and \_\_\_\_\_.

2 disadvantages of teleworking to the EMPLOYEE are \_\_\_\_\_  
and \_\_\_\_\_

3 advantages of teleworking to the EMPLOYER are \_\_\_\_\_ ,  
\_\_\_\_\_ and \_\_\_\_\_.

2 disadvantages of teleworking to the EMPLOYER are \_\_\_\_\_ and  
\_\_\_\_\_

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saves on travel cost and time

no clear end to the working day

don't need to live close to work

no rent

difficult to monitor employees

the use of ICT to work from home

security issues

cheaper labour

can employ a global workforce

flexible working hours

may feel isolated

**Part D**

RSI stands for \_\_\_\_\_

3 ways it can be prevented are \_\_\_\_\_,  
\_\_\_\_\_ and \_\_\_\_\_.

Eye Strain is \_\_\_\_\_ caused by  
\_\_\_\_\_ and can lead to headaches,  
\_\_\_\_\_ and deterioration of \_\_\_\_\_

3 ways it can be prevented are \_\_\_\_\_ brightness and contrast on screens,  
\_\_\_\_\_ and \_\_\_\_\_ bases on screens.

Back Strain is \_\_\_\_\_ and can lead to \_\_\_\_\_

3 ways it can be prevented are use chairs that allow \_\_\_\_\_,  
regularly \_\_\_\_\_ and  
\_\_\_\_\_

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|                                               |                    |                          |
|-----------------------------------------------|--------------------|--------------------------|
| Use a wrist rest with the keyboard            | eyesight           | height adjustment        |
| related to poor posture                       | anti-glare screens | Repetitive Strain Injury |
| regular breaks                                | blurred vision     | a common problem         |
| adjustable                                    | swivel             | mobility problems        |
| use ergonomically designed keyboards and mice |                    | improve posture          |
| overexposure to computer screens              |                    | exercise muscles         |

**Part E**

Employers by law should provide a safe working environment for an employee.

List 5 things employers should do to provide this.

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| WORD BANK                        |                             |                                       |
|----------------------------------|-----------------------------|---------------------------------------|
| PAT testing                      | controlled air conditioning | music                                 |
| Fresh fruit beside all computers | organised cables            | supply fire extinguishers             |
| Fresh water supply               | a uniform                   | No eating/ drinking beside a computer |