Module 7 Quiz

Name_____

Complete the sentences using modal verbs correctly.

1. Employees _____ attend a mandatory training session on workplace safety next week.

a) should
b) must
c) going to
d) have to

2. Sarah is _____ discuss her workload with her manager to achieve a better work-life balance.

a) should
b) must
c) going to
d) have to

3. The company _____ implement flexible working hours to accommodate employees' personal commitments.

a) should
b) must
c) going to
d) have to

4. Employees _____ adhere to the company's dress code policy during office hours.

a) should
b) must
c) going to
d) have to

The HR department _____ conduct a survey to gather feedback on workplace satisfaction.

a) should
b) must
c) going to
d) have to

6. Managers _____ ensure equal opportunities for career advancement within the company.

a) should
b) must
c) going to
d) have to

7. Employees _____ take regular breaks to prevent burnout and improve productivity.

a) should
b) must
c) going to
d) have to

8. The company _____ invest in employee training programs to enhance skill development.

a) should
b) must
c) going to
d) have to

9. The management _____ introduce a mentorship program to support career growth opportunities.

a) should
b) must
c) going to
d) have to

10. Employees _____ be encouraged to provide feedback on company policies and procedures.

a) should
b) must
c) going to
d) have to

Read carefully and choose the correct answer

What are the three main areas business roles are typically broken down into?

- Numerical Reasoning, Verbal Reasoning, Diagrammatic Reasoning
- Executive, Managerial, Operational
- Technical, Soft Skills, Communication
- Finance, Marketing, Human Resources

What is the responsibility of an IT Technician in a business?

- Building relationships with customers
- Ensuring IT systems are working correctly
- Creating marketing strategies
- Managing internal staff disputes

What is the role of a Business Analyst in a company?

- Predicting trends using data
- Balancing financial accounts
- Building relationships with suppliers
- Providing customer service

Fill in the blanks with one of these words. You can use each word once.

challenging.   no-brainer   employee benefits   investment
competitive   part-time   working hours

1. Offering flexible _____ _____ is considered a _____ - _____ for attracting top talent in today's job market.

2. The company's _____ in employee training programs demonstrates its commitment to professional development.

3. Many students opt for _____ - _____ jobs to balance their studies and earn extra income.

4. Providing comprehensive _____ _____, such as healthcare and retirement plans, is essential for employee satisfaction and retention.

5. The job role involves handling _____ projects that require innovative thinking and problem-solving skills.

6. To stay ahead in the industry, the company must maintain a _____ edge by continuously evolving its products and services.