

# Extended Activity - Adding extra information

Complete the following sentences with the hints in italics.

1. attend briefing session (*location: training centre*)

I attended the briefing session \_\_\_\_\_ the training centre.

2. prepare documents (*possession: incoming goods*)

I prepared the documents \_\_\_\_\_ the incoming goods.

3. check cargo weight (*tool used: digital scale*)

I checked the cargo weight \_\_\_\_\_ the digital scale.

4. assess working environment (*e.g. ventilation, lighting, workspace*)

I assessed the working environment \_\_\_\_\_ the ventilation, lighting \_\_\_\_\_ workspace.

5. move palletised cargo (*tool used: pallet jack*)

I moved the palletised cargo \_\_\_\_\_ the pallet jack.

6. test operation (*possession: forklift*)

I tested the operation \_\_\_\_\_ the forklift.

7. study training notes (*incl. workplace assessment requirements, safety standards*)

I studied the training notes \_\_\_\_\_ the workplace assessment requirements \_\_\_\_\_ safety standards.

8. prepare suitable personal protective equipment (*incl. safety gloves, safety boots*)

I prepared the suitable personal protective equipment \_\_\_\_\_ the safety gloves \_\_\_\_\_ safety boots.