

Questions 1 and 2

Choose **TWO** letters, **A-E**.

Which **TWO** pieces of advice for the first week of an apprenticeship does the manager give?

- A** become familiar with co-workers
- B** ask many questions
- C** improve by learning from errors
- D** respond well to feedback
- E** welcome new challenges

Questions 3 and 4

Choose **TWO** letters, **A-E**.

Which **TWO** things does the manager say mentors can help with?

- A** checking progress made
- B** planning future career steps
- C** finishing challenging tasks
- D** preparing a weekly schedule
- E** developing self-confidence

Questions 5-10

What does the manager say about each of the following aspects of the company policy for apprentices?

Write the correct letter, **A**, **B** or **C**, next to Questions **15-20**.

- A** It is recommended.
- B** Some limits apply.
- C** It is not permitted.

Workplace rules for apprentices

- 5** Internet use
- 6** Flexible hours
- 7** Arranging holidays
- 8** Doing extra hours
- 9** Wearing sports shoes
- 10** Taking food to work