

**1. What is the main focus of the video?**

- a. How to write a resume
- b. How to introduce yourself at work
- c. How to manage time
- d. How to set career goals

**2. Who is the presenter of the video?**

- a. A team manager
- b. A productivity expert
- c. A human resources officer
- d. A motivational speaker

**3. What should you do first when starting at a new job?**

- a. Wait for others to introduce themselves
- b. Introduce yourself to your colleagues
- c. Read company policies
- d. Write an email to your boss

**4. How long should your self-introduction be?**

- a. 1 minute
- b. 30 seconds
- c. 5 minutes
- d. 10 seconds

**5. What is important to include in your introduction?**

- a. Only your job title
- b. Skills, talents, and hobbies
- c. Personal opinions about the company
- d. Your previous salary

**6. What type of body language should you use?**

- a. Closed and protective
- b. Open and engaging
- c. Distracted and busy
- d. Formal and stiff

**7. How should you end your introduction?**

- a. With a complaint
- b. On a positive note
- c. By asking for a raise
- d. By leaving the conversation

**8. What can help you connect with others during introductions?**

- a. Complimenting them sincerely
- b. Ignoring them
- c. Talking only about yourself
- d. Making jokes

**9. What additional resource does the presenter offer?**

- a. A video about office politics
- b. A download for productivity tips
- c. A guide to networking
- d. A book on leadership

**10. What does the presenter encourage viewers to do in the comments?**

- a. Critique the video
- b. Share their self-introductions
- c. Ask questions about the content
- d. Provide feedback on the channel