

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