

How to get **the Most** out of your **Work Experience**

It is sometimes said that it is not what happens to us in life that counts, but how we react to it and deal with it.

Many employers say that an employee with a good attitude is more important than an employee with lots of skills or qualifications.

Test your attitude - how would you react to these three situations?

1. It's the day before you start your work experience. Which of these two statements comes closest to how you might be feeling?

a) I'm a bit nervous but I'm really looking forward to starting my work experience. It will take me a day or two to get used to things but I'll soon make new friends and I'll be learning lots of new skills. I must make sure that I look my best so that I make a good first impression. I'll be okay.

b) I don't want to go on work experience. It will be boring. I'd rather stay home and watch the telly. I bet they're all a load of wallies anyway. They won't like me! They'll just boss me about and expect me to do stupid things. See if I care.

a) Good. This is a positive attitude. You'll be fine.

b) Oh dear - this is a bit negative - try not to talk yourself into failing before you start!

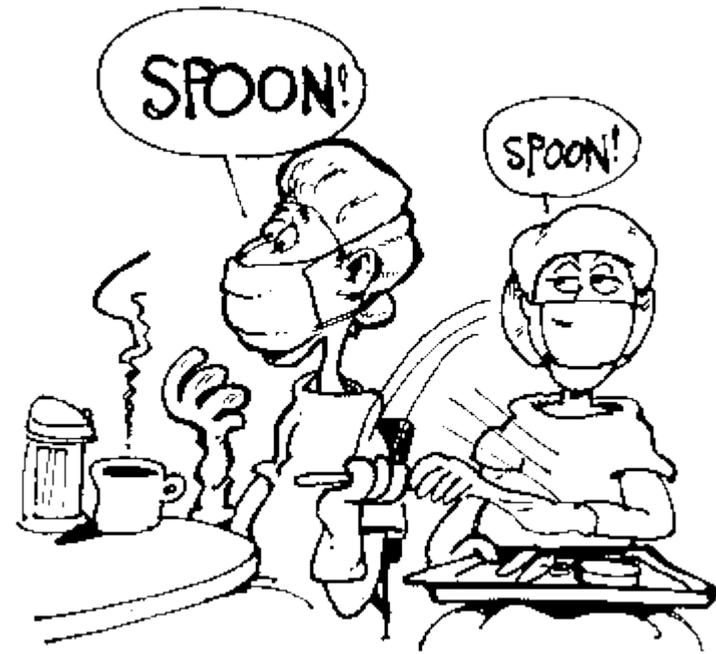
2. It's your first morning on work experience and you have been asked to make tea for the boss and three colleagues. How would you

deal with it?

a) Say "Get lost" and walk off in a huff.

b) Say "Make your own tea" and carry on with what you were doing.

c) Say "Of course" and spend the next half an hour aimlessly wondering where the cups are, where the tea bags are, where the milk is etc., etc., then burst into tears because you can't find the sugar.



d) Say, "Yes, okay" but ask someone to show you where the things are and write down people's names with information about how they take their drink.

d) is best as you are taking charge of the situation. This is a good attitude and people will respect you for it.

c) is probably more common than you think. Never be afraid to ask questions or ask for help. How could you possibly know where things are on your first day.

a) and b) are poor choices. If you want to be part of a team at work, you have to give a little. It would be better to say, "I'm a lousy tea maker but I'll have a go if you show me what to do."

3. It is coming up to one o'clock on your first day and no-one has mentioned your lunch break. Do you:

a) Get up and walk out.

b) Sit there feeling upset and hungry.

c) Get out your packed lunch and start eating it.

d) Ask someone else about lunchtimes and routines.

Again d) is best because you are taking charge of the situation.

a) is rude and may get you a reprimand.

b) is not necessary - if you're not sure about something, ask someone.

c) is okay, especially if other people are eating packed lunches - but it may be against company policy to eat at work desks.