

TB.p 90 B7

a)

1.c)

2.b)

3.a)

4.a)

5.b)

6.a)

17 points

c)

organisational skills= to organise some things.

being on time= being on time at school or at work.

listening skills= listening to the teacher.

ability to work in a team= work in a team at school.

politeness= be polite to the customers.

taking initiative= take initiative at a dispute.

d)

1.I need to work on communication. I could talk more with my friend or my family.

2.I need to work on my reliability.

3.I need to work to take initiative.