

## Learning unit *Operating conditions*

### Learning Outcomes

The participant know the basic rules for working together in a company.

### Target Group

This learning unit is aimed at all participants who work in a company.

The ability to communicate verbally (basic knowledge) as well as basic reading skills or the ability to work with blackboards is required.

### Content of Learning Unit

- 1) Punctuality
- 2) Friendliness
- 3) Handling of work materials
- 4) Work protection and work clothes
- 5) Dealing with private matters
- 6) Cleanliness in the workplace
- 7) Work safety
- 8) Break regulations

### Application Task

Golden Rules

### Assessment of Work Performance

Knowing and naming the golden rules



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