1. __________________ has an impact on how you perform at work.

2. A dress code is a __________________ that addresses issues such as attire, hairstyle, jewelry, and shoes.

3. Depending on your gender, describe what would be acceptable office attire.

4. Describe how business casual may be different in various parts of the country.

5. What should you consider if you have or are considering getting body piercing or tattoos?

6. On which side of your dining plate would be your bread plate?

7. What does RSVP mean?

8. What is motivation?

9. Fill-in Maslow’s Hierarchy of Needs

10. Leadership is the process of a person guiding one or more individuals toward a specific __________________________.

11. Describe formal and informal teams.