

Be respectful to supervisors:

What does this mean?

- Do what you were told to do.
- Say “yes” or “okay”; “yes sir” or “yes ma’am.”
- State a problem calmly. Say things like: “*I am not sure how*” or “*I don’t think I can do that*” in a calm voice.
- Ask for information to help you do what they ask.
- Ask questions to see how to do what they ask.
- Smile.
- Nod.