

### ASSESSMENT # 16

Total Marks: 30

Answer the following questions:

**Q: 1:** Short Questions (15)

- I. Suggest a way of telling an employee about his/her bad breath.
- II. How would you talk to an employee about his/her gastrointestinal issues?
- III. How would you tell an employee to dress more professionally?

**Q: 2:** Discuss the way of dealing with body art and tattoos in the workplace. (7)

**Q: 3:** How would you address an employee about his/her 'bad hair' days? (8)