

**GET TO KNOW OTHER WORKERS /
GAINING CO-WORKER ACCEPTANCE WORKSHEET
ANSWER KEY**

1. Y
2. Y
3. Y
4. N (If you develop one or two good friendships that is ok, but it is best to keep some distance between your work and personal life, especially when you are new to a company.)
5. N (Gossip is bad.)
6. N (Do not bring a side business to your place of employment.)
7. N (Do not tell off-color jokes at work; you do not know who you will offend.)
8. Y
9. Y
10. N (Gossip is bad, but gossip about your boss could be fatal.)
11. It depends- yes, only if you know for a fact that the co-worker did not have permission to leave early. Employees leaving early will eventually make your job more difficult and can hurt the company.
12. N (Do not TELL them how to do their jobs. You can make suggestions to your boss who will implement the changes if he feels they are beneficial.)
13. N (Do not BRAG to co-workers. Your job performance is between your boss and you.)
14. Y

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