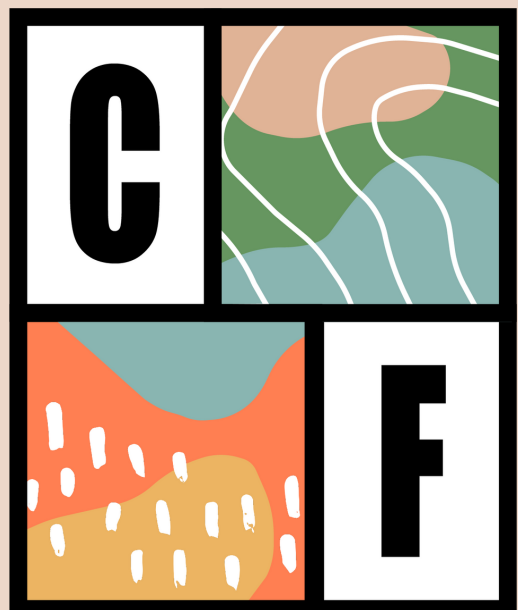



FIRST STEPS




First Steps


How to make your first week a success




Don't be late – show up on time as first impressions count.




Don't be shy – introduce yourself and show off your personality and become more approachable.



Don't assume – ask lots of questions as the more questions you ask, the easier it will be.



Get to know your workplace – ensure you get a tour so you can navigate with ease.



Don't just go home – add value and be a team player by seeing if anyone needs any help.