



## Activity 3

### COVID-19 & the Workplace: the changing world of work

This exercise will help you to think about how the workplace looks today – and how you might fit into this environment.

Watching the video highlights the impact of COVID on working practices in several businesses, but there are other issues to consider too!

Watch video 3 and answer the questions below:

**Q1)** List 2 changes to the workplace that have been brought or accelerated by COVID-19. Use the tip in the left hand column to complete your answer.

Tip	Answer
More of this...	
Less of this...	

**Q2)** Many employers think these changes are here to stay. Can you identify 2 benefits of these changes?

1)

2)

**Q3)** And can you think of 2 challenges?

1)

2)

Now it's time to think about yourself. How do you feel about communicating in work – whether online or face to face? How is this different from communicating with friends? Put your ideas about this into the chart below.

	Online	Face to Face
With friends		
At work		

One of the important differences is that when you are with friends you are usually only representing yourself. When you are at work you are representing not only yourself but your employer. The way you communicate will influence both how you are seen personally and how your employer is seen by its customers. So, in the workplace it is important to be polite and avoid slang that an older employer may not recognise.

The workplace will continue to change as society and the environment change. Look at the examples below then think about a work area you are interested in and research how this might change in future:

Past	Present	Future
<b>Motor industry</b>		
Powered by fossil fuel, entirely mechanically operated with analogue information.	Powered by fossil fuel, hybrid and electric power. Many systems controlled electronically. Information provided digitally.	Driverless, zero-emission vehicles? Explore further here: <a href="http://www.horiba-mira.com">www.horiba-mira.com</a>
<b>Media industry</b>		
Print, television and radio only. Controlled by publishers and broadcasters. Highly trusted. Limited consumer choice.	Print, television, radio, online. Mixed market of 'owned' and 'shared' content. Increasing consumer choice and targeting. Lower levels of trust.	Continued integration of formats and channels. Continued dilution of audience. Explore further with this South West company <a href="http://www.trpresearch.com">www.trpresearch.com</a>
<b>My example...</b>		

## Extension

Think about what you have learnt about the industry you chose to research and answer the questions below:

- 1) What do I think I could do well in this industry?
  
- 2) What am I less confident about?
  
- 3) Now list 2 things you can do that would help you prepare to work in this industry.

### Action 1:

### Action 2: