

Good afternoon, my name is Camila Pinzón. I study Software development and analysis in Sena. I am from the 2070708 class.

I present this audio evidence to the teacher July Andrea Barreto.

Laboral and academic topics Are an important goal of life for most of the people, so it is very important to keep good habits in order to accomplish your proposed goals.

I consider that There are rules that can improve the good performance of people as in the job, as in the school. So, I am going to talk about these rules.

One of the most important habits is the punctuality. People in all social ambit should arrive early, but especially in school and job, people have to be early in place. Although this is challenging, this is a good sign of responsibility.

Not only punctuality in arriving at the office, also punctuality in deliver the assignments, especially in the job. Because many other people depend on your commitment, you mustn't be unpunctual. This can be achieved by prioritizing the assignments and doing a good time management.

Teamwork is another important attribute. In most of the cases you must work in group with people in order to solve problems faster. Teamwork needs conversational skills, propose new ideas, propose new forms to deal with a problem, ability to deal with new obstacles, and A very high committed team. I am sure that a enterprise would like a team-worker in its company.

Respect is one of the most important values of life. People should respect each other in any context. In school and job, you always will find people who disagree with you and your opinion, so it so important to learn to argue nicely and to tolerate another opinion in order to always maintain respect between the team.

But definitely, job quality is the highest attribute that a student or a worker have.

A person could have all the other attributes named before, but if the quality of the assignments and the way to do the things is poor, maybe the person won't be so well academic and Laboral valued.

In brief, in order to be a good worker or student, a person:

1. Have to be punctual arriving to the place of work or study
2. Have to be punctual delivering the assignments.
3. Should know how to communicate efficiently
4. Should know propose new and faster ideas
5. Must be respectful with other people and opinions
6. Have to do a high-quality job.

I am sure if people work hard to follow these rules, they will always succeed in their jobs or studies. Also, if you are a good worker or student, you will create new opportunities in your future that will allow you to take different roles in life.