***Sunday, 1 January:***

Arriving at the toll bridge, you find the supervisor on duty.

“It happened last night at 19:00,” he says. “Apparently, this car ran over my assistant’s foot as it went through the gate, and just drove off.

“My assistant saved the video to a pen drive and locked it in his drawer. He’s in hospital right now, so you’ll have to figure out how to open the drawer yourselves.”

The drawer has a combination lock. On the desk next to it is the following set of instructions:

*To open the drawer, read the following email and figure out which 3 Guidelines have been broken.*

**Hello Kasia,**

**This is to advise you that the suppliers have told us the cost of the new barriers for the toll bridge.**

**The price is 3,000 EUR per barrier or 8,000 for 3. They meet the specifications in the attachment.**

**Hopefully they’ll deliver the new barriers in a few days.**

**Regards,**

**Damian**

Once you know which guidelines have been broken, use the following key to work out the combination:

You Perspective = 1 Remove Doubt = 4

Be Positive = 2 Be Precise = 5

Be Appropriate = 3 Be Concise = 6

Put the guidelines in alphabetical order -- you’ll have a 3-digit number. This is the combination.

For example, if you think You Perspective, Be Precise, and Be Positive are the broken guidelines, you’d put them in alphabetical order and get the combination 2-5-1.

Report your 3-digit number to the trainer. You’ll get details of the video on the pen drive if you’re correct.

Good luck!