

You **must** answer this question. Write your answer in **220-260** words in an appropriate style on the separate answer sheet.

You recently attended a seminar on workplace flexibility and its impact on employee productivity. You have made the notes below:

How can workplace flexibility benefit both employees and employers?

- Remote work and flexible hours
- Job sharing and part-time options
- Support for work-life balance

Some opinions expressed during the seminar:

"Remote work leads to decreased teamwork and communication."

"Job sharing is too complicated for businesses to implement."

"Employees should prioritize their work over personal life."

Write an essay discussing **two** of the workplace flexibility options in your notes.

Explain which options you believe can bring the most benefits to both employees and employers, providing reasons to support your choice. You can incorporate the opinions expressed during the seminar, using your own words as much as possible.