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**ASSIGNMENT 7: SETTLING IN ON THE FIRST DAY**

**Task 1**

tips to get through the first day successfully :

* **Be confident**
* **Be brief**
* **Be yourself**
* **State the basics**
* **Close it out**

**Task 2**

**13. Talk to peers**

One of the most invaluable insights you can get early on is how the department operates from

the perspective of your peers.

**The reason :** talking to peers helps make it easier for us on the first day of work

**19. Be yourself**

“Think of ways to be relaxed and project yourself as who you are,” Taylor said.

**The reason :** “It’s stressful to try to be someone else, so why bother? You want some consistency in who you are on day one and day

**11. Listen and observe**

The best thing anyone can do in the first few days of a new job is “listen, listen, and listen,”

Strong said.

**The reason :** By paying attention and observing you will get new knowledge and convenience for the next day

**8. Don’t be shy**

Make a point to reach out and introduce yourself to others. Definitely don‟t sit around all day

**The reason :** confidence makes you more relaxed for the first day of work

**27. Leave with a good attitude**

The last thing to remember is that while the first day at a new job is very important, you shouldn‟t be too hard on yourself if it doesn‟t go flawlessly.

**The reason :** A good attitude is very important for the first day of work, because on the first day we will judge how our attitude will be if people's good attitude will be kind to us and help if there are difficulties in the future