Reading Comprehension

1. How many generations exist in today’s workforce and what are they?
   1. There are four generations in today’s workforce: -
      1. Silent generation
      2. Baby Boomers
      3. Gen Xers
      4. Millennials
2. Please provide 3 examples of direct responses Millennials gave when asked what they look for in a full-time job?
   1. The generation of Millennials are looking for an unbiased/equal, fair and respectful environment for a full-time job. They mainly want a good manager/supervisor that they are easy to work for and has good communication skills.
3. What was the purpose of the study?
   1. This study was to find the workplace communication preferences of the Millennials
   2. generation.
4. Provide one direct quote from the article that is a good example of how Millennials function efficiently in the work place (what helps them succeed?). Explain what this quote demonstrates for the article.
   1. Quote: “give them the big picture, help them find the ‘me’ in team, and mentor them on career-building behaviors”. This quote explains how with the generation of Millennials, work better in team (when they know that someone else is relying on them and vice-versa). The generation of Millennials need to know that they are being equally valued and respected as their employees.
5. What time frame of birth years qualifies as a Millennial?
   1. To qualify as a Millennial generation, one should be born within 1982 – 2002.
6. How did Millennials feel about workplace culture?
   1. Millennials look for an understanding workplace. They are strong believers of the fair and equal treatment for all employees and their bosses should be motivational and honest.
7. What did the findings show about information sharing in the workplace?
   1. Millennials do not like when information is being withheld from them but at the same time they know that in any company not all the information is available for everyone for security purposes. Most Millennials agree with the fact that information should only be shared when its needed/required.
8. What do Millennials prefer when it comes to their relationship with management?
   1. They want a honest and friendly environment where all employees are treated fairly and equally.
9. When it comes to professional and personal communication in the workplace, what are Millennials looking for?
   1. Communication for Millennials should be motivational, honest, friendly, easy to understand etc. In short, they don’t prefer talking politically. They like to talk openly without restrictions.
10. What potential implications and takeaways came from this article which, in turn, can help prepare Millennials for the workplace and vise versa?
    1. Millennials should keep in mind that not every person has the same communication skills. Some people talk more diplomatically than others and expect the same in return. One must adjust themselves on person to person basis while communication in a workplace environment.