WENDELL C. HERNANDEZ

**Sickness of a Family Member**

Your wife suddenly feels sick. She could not stand up due to a headache and dizziness. She needs to lie down and needs assistance when going to the bathroom or when eating. You have just finished a meeting and a task needs to be completed within the day.

1. **What would be your plan in this situation?**

My plan would be to call a family member or hire a helper immediately to help out. Then immediately inform my supervisor and teammates about the situation.

1. **What would you do if helping your wife means you won't be able to complete all the tasks for the day?**

I will find out a way to find someone who can help her instead of me doing everything. Either by calling a family member or hiring a helper

1. **How should you communicate this with your supervisor and with your teammates?**

I hope this message finds you well. I am writing to inform you of a personal emergency. My wife is unwell and requires immediate attention, as she is experiencing severe headaches and dizziness. I am committed to completing my tasks, and I am trying my best to find a solution to my problem as fast as possible. I will do my best to complete tasks during this time and will keep you updated on my progress. Thank you for your understanding during this challenging time. I will keep you informed of any changes or developments.