

2020-2021

Packet

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# Cashier

Monica works as a Cashier at Subway. She is in charge of helping customers pay for their food. She uses the cash register to enter the items that each customer buys and to add up the total amount due. When the customer gets their money or credit card out, Monica takes their payment and gives them change if they need it. Cashiers have a very important job. They have to be careful that every customer is charged and pays the correct amount. Monica always asks for help if she is unsure of how to use the cash register because sometimes it can be a little confusing. Monica's boss tells her that he is always available to help her.

## Part A

(Check Each Box )

- Read the Story
- Circle the word **Cashier** in the story
- Trace & Write the word: Cashier

        Cashier        

## Part B

(Fill in the Blank)

1. Who is this story about? \_\_\_\_\_
2. What does Monica use to add up the total amount due? \_\_\_\_\_
3. What can Monica do if she is unsure about using the cash register?  
\_\_\_\_\_

## Cashier

### Part C

#### (Fill in the Blank)

Write one sentence that tells about the main idea of the story

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Write one detail from the story

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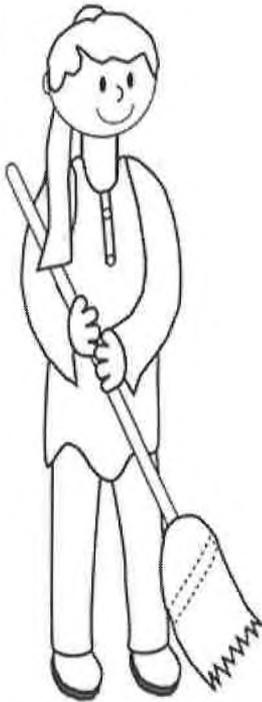
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### Part D

#### (Circle One)

1. What should Monica do if a customer says that she has given her the wrong amount of change?
  - a. Tell the customer he is wrong
  - b. Give the customer the amount they say they are owed
  - c. Ask her manager to come help
  - d. Ignore the customer and help the next person in line
  
2. How can Monica tell how much each item should cost?
  - a. Use the cash register
  - b. Memorize every item in the store
  - c. Guess
  - d. Charge what she thinks it should be worth
  
3. A customer asks Monica to give her food for free because they go to the same school. Monica really likes her and doesn't want to make her mad. What should Monica do?
  - a. Give her the food for free
  - b. Report her to the police
  - c. Tell her she cannot have the food for free
  - d. Give her a big discount on the food

# Custodian



Julia is a custodian at her church. Custodians help keep buildings clean and organized. Julia is in charge of sweeping the floors, taking out the trash, dusting, and putting fresh rolls of paper towels and toilet paper in the bathrooms. Custodians are very important because they help keep buildings safe and sanitary. Julia is a good custodian because she makes sure to get all of the small scraps of trash off the floors and responds quickly when she is asked for help.

## Part A

(Check Each Box)

- Read the Story
- Circle the word Custodian in the story
- Trace & Write the word: Custodian

Custodian \_\_\_\_\_

## Part B

(Fill in the Blank)

1. Who is this story about? \_\_\_\_\_
2. What does Julia do? \_\_\_\_\_
3. Why is Julia's job important? \_\_\_\_\_

# Custodian

## Part C

### (Fill in the Blank)

Write one sentence that tells about the main idea of the story

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Write one detail from the story

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## Part D

### (Circle One)

1. Which of these is NOT a part of being a custodian?
  - a. Sweeping the floor
  - b. Dumping the trash
  - c. Dusting the shelves
  - d. Answering the business phone
2. Why is it important for a good custodian to come quickly when they are needed?
  - a. People are impatient
  - b. It could be an unsafe spill and people could get hurt
  - c. It is not important to come quickly
3. Julia was dusting the shelves when she noticed that there was water spilled on the floor in the hall. What should she do?
  - a. Stop dusting and clean up the spill so no one slips
  - b. Keep dusting
  - c. Find her boss and report the spill immediately
  - d. Ask everyone to stop walking down the hall for the rest of the day

# Self-Advocating Practice

## Role-Play Scenario

7. You would like to schedule a time to meet with your teacher to discuss an assignment you are struggling with.



1. State the problem.

(I struggle.../It is difficult.../I don't know.../It's hard for me...)

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2. Explain how you tried to solve the problem on your own.

(I have tried.../I have used.../I have asked...)

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3. State what you need that person to do.

(Could I please.../Could you please.../It would be helpful if...)

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**On your first day on the job...**

**...what will you do if you discover someone you do not like also works for the company?**

**On your first day on the job...**

**...how will you respond if you dislike the company's policies, procedures, or dress codes?**

**On your first day on the job...**

**...how will you ensure you arrive on time for this important day?**

**On your first day on the job...**

**...what will you do if the salary or job description differs from what you were originally offered?**

**On your first day on the job...**

**...how will you avoid rushing to judgment about the position, company, or employees?**

**On your first day on the job...**

**...how will you avoid saying or doing something you might regret later?**