

2.6 Objective - Take Etiquette Lunch & Learn Quiz

In addition to great job performance, having good dining etiquette helps to establish your credibility and reputation. It also helps to make you an accepted member of the business group. And if you think about it, it helps build your self-confidence. It's another skill to add to your professional repertoire.

Your objective, should you choose to accept it, is to follow the step – by – step instructions listed below, and fill out any questions. Once you have completed all five objectives of your mission, return this sheet, along with the other five objective sheets to CareerCenter@indianatech.edu. If you have any questions, you can contact HQ at CareerCenter@indianatech.edu or calling at 260-422-5561 ext. 2217. Deadline to complete your mission is January 25, 2021. God Speed!

1. Please go to indianatech.edu.
 - a. Scroll all the way down and click on Career Center
 - b. Click on Job Resources
 - c. Click on Business Etiquette
 - d. Click on and read the Etiquette Lunch and Learn Power Point
 - e. Take the Etiquette Lunch and Learn Quiz
 - f. Don't forget the back side!!
 - g. Scan or screenshot the answers to the quiz and send it to careercenter@indianatech.edu