

Work and Life Responsibilities (Key)

In each column, list responsibilities you will need to manage for both work and life.

Work	Life
Arrive to work on time	Answers will vary but could include:
Work responsibly	bills (cell phone, utilities, clothing)
Work Safely	rent or mortgage
Respect the business	car payments or repairs
Maintain a positive Attitude	boy/girl friend or spouse
Complete assigned tasks	entertainment

Will you be able to manage both? _____