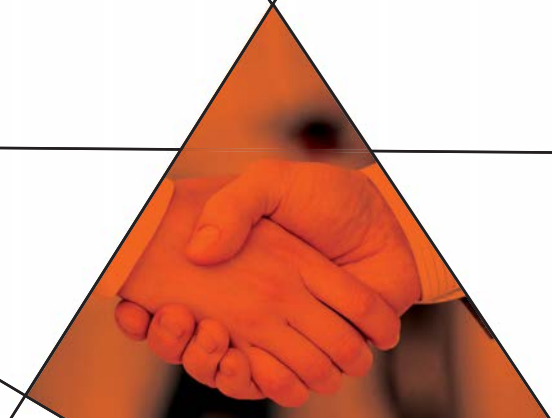


LIFESKILLS IN ACTION



SOFT SKILLS+

Communication

EMILY ANDERSON

LIFESKILLS IN ACTION

SOFT SKILLS

MONEY SKILLS

Living on a Budget | Road Trip
Opening a Bank Account | The Guitar
Managing Credit | High Cost
Using Coupons | Get the Deal
Planning to Save | Something Big

LIVING SKILLS

Smart Grocery Shopping | Shop Smart
Doing Household Chores | Keep It Clean
Finding a Place to Live | A Place of Our Own
Moving In | Pack Up
Cooking Your Own Meals | Dinner Is Served

JOB SKILLS

Preparing a Resume | Not Her Job
Finding a Job | Dream Jobs
Job Interview Basics | Job Ready
How to Act Right on the Job | Choices
Employee Rights | Not So Sweet

SOFT SKILLS

Emotional Intelligence | Bad Day
Communication | Tryout
Work Ethic | Summer Job
Problem-Solving | Bedtime Blues
Adaptability | Understudy



Copyright © 2021 by Saddleback Educational Publishing. All rights reserved. No part of this book may be reproduced in any form or by any means, electronic or mechanical, including photocopying, recording, scanning, or by any information storage and retrieval system, without the written permission of the publisher. SADDLEBACK EDUCATIONAL PUBLISHING and any associated logos are trademarks and/or registered trademarks of Saddleback Educational Publishing.

ISBN: 978-1-68021-941-8
eBook: 978-1-64598-356-9

Printed in Malaysia

25 24 23 22 21 1 2 3 4 5





It is late.

The restaurant is closing.

Lea takes off her apron.

She says goodbye to Raul.

He is her boss.

Raul waves.

“Thanks for your hard work today.

See you tomorrow.”

“Sorry,” Lea says.

“I can’t make it.”

Raul points to the calendar.

“Look at the **schedule**.

You have a shift tomorrow.

It starts at 4:00 p.m.”

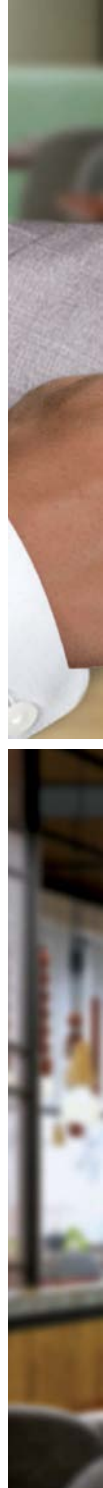
Lea shakes her head.

“I have to be somewhere else.

Shay is having a birthday party.

She is my best friend.

Let me work Monday instead.”





“No,” Raul says.

“You need to come in tomorrow.

Those are your hours.

We will be **short-staffed** without you.”





“I am really sorry,” Lea says.

“But I made a promise to Shay.”

Raul’s face gets red.

His voice is angry.

“Fine,” he says.

“You have a choice.

Go to the party, or keep your job.”

He walks away.



Lea feels torn.

She needs this job.

Still, she doesn't want to miss
the party.

Raul is not being fair, Lea thinks.

What went wrong in this story?

Lea blames Raul.

But it is not really his fault.



Lea made some mistakes.

She took her boss by surprise.

Her words upset him.

She didn't seem to care about work.

That made Raul feel **disrespected**.

Better communication would have helped.

