

① Fill in the gaps with the right words!

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apprentice apprenticeship break room conference room copper workshop
electrical design equipment final-assembly metal workshop overtime
pre-assembly production shift work showroom switchgears testing section
wiring working climate

Laura is in her first year of her [gap]. She already has worked in [gap] where they make the products. There they have the [gap] for the first steps of the process and the [gap] for the last steps of putting together the products. She also has worked in the [gap] where she learned how to saw and drill into metal sheets. Next she will learn how to do [gap] on practice installation boards in the [gap]. This is closely located to the [gap] where they check with they're electrical [gap] whether the components in the [gap] work. When she first saw those being presented in the [gap] she thought they were just metal cabinets. During the breaks, Laura very often chats with her colleagues in the [gap]. This is also being used as the [gap] when there are meetings. All her colleagues have been nice so far, so the [gap] is great. So are the working hours as she doesn't have to work [gap] or do [gap]. This might change when she is done being an [gap]. Laura will soon start in the [gap] department where they come up with all the electrical plans.

② Connect the right answers!

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| Quality Control | 1 | | dealing customer problems |
| Accounts | 2 | | organizing production schedules |
| IT | 3 | | handling finances |
| Research and Development | 4 | | distributing the products to the customers |
| Logistics | 5 | | checking that the products are not damaged |
| HR | 6 | | developing new products |
| Customer Service | 7 | | maintaining the computer network |
| Production Planning | 8 | | recruiting and training new employees |
| Purchasing | 9 | | buying the raw materials |

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Note